

GENERAL CONDITIONS OF SALES

1/ REGISTRATION

Registration will be fully taken into account when paid for (by secure credit card) or if a purchase order form is sent by the entity responsible for the payment (society/university/association.)

2/BOOKING CANCELLATION

In order to cancel a booking, you must send a written form to:

LORRAINE CONGRES – BP 60663-54063 NANCY CEDEX

(By Fax: 03.83.36.81.80. By Mail: vv@nancy-congres.com)

If you cancel before September, 15th, 2010, you will be fully refunded, except for the amount of 30 € which corresponds to the administrative fees.

Past this date you will not be refunded unless the booking is cancelled due to justified exceptional circumstances.

3/HOTEL BOOKING

You should book your accommodation latest by August 31th, 2010.

A deposit is compulsory in order to guarantee the hotel bookings.

The invoice relating to your expenses (room/breakfast/hotel tax) will be issued by the hotel owner, after deduction of the deposit fee.

The outstanding balance is to be paid directly to the hotel owner at the end of your stay.

4/CANCELLATION OF HOTEL BOOKING

In order to cancel accommodation bookings, you must send a written form to:

LORRAINE CONGRES – BP 60663-54063 NANCY CEDEX

(By Fax: 03.83.36.81.80. By Mail: vv@nancy-congres.com)

If you cancel before September 10th, 2010, the whole of the deposit will be refunded. Past this date, you will not be refunded.