



Hotel reservation

For those wishing to use the hotel booking service through the Organizing Secretariat OIC Srl can send a written request to the Registration and Reservations office at hotelsiagascot@oic.it to receive a detailed hotel offer.

Only for reservations made through the OIC Organizational Secretariat by **10 March 2023** will the availability and special rates indicated in the table below be guaranteed. After the above deadline, the same special prices and availability cannot be guaranteed.

4 stars HOTEL	Rate per room, per night
INNSiDE by Melià Milano Torre GalFa	Double room for single occupancy € 205,00 per night Supplement for double occupancy € 20,00 per night

Rates are per room per night - VAT and breakfast included.

City tax: €5.00 per person per night to be calculated in addition.

Booking fee: €25.00 (22% VAT incl.) for each room.

For each booking it is required the payment of a deposit. **The balance must be paid by 10 March 2023.** For booking requests received after 10 March, the balance of the entire stay is mandatory.

All requests received after 10 March 2023 will be processed on the basis of any availability at the moment until sold out, after the above date prices may vary based on seasonality.

Terms of payment

All payments (registration, hotel accommodation, booking fees) can be made by:

- **credit cards:**

VISA, AMERICAN EXPRESS, MASTERCARD

bank transfer to:

OIC srl – Intesa SanPaolo – Agency 1

Viale Matteotti 20/r - 50132 Florence

IBAN: IT85 V030 6902 9010 0000 0010 628 – SWIFT/BIC: BCITITMM

Bank charges to be paid by the applicant.

Payment description: title of the congress, name and surname of the applicant



Cancellations and Refunds

In case of cancellation, please send written communication to the Organizing Secretariat OIC at the following e-mail address: hotelsiagascot@oic.it

- For cancellations received **by 20 February 2023**, the amount paid will be refunded with a deduction of Euro 25.00 for management costs.
- For cancellations received **by 10 March 2023**, one night's accommodation will be charged as a penalty.
- For cancellations received **by 23 March 2023**, the amount paid will be refunded with a 90% deduction as a penalty.
- **From 24 March 2023**, any cancellation will result in the charge of the entire stay as a penalty.
- In case of **no-show** and early departures, the amount equal to the entire stay will be charged.