

Deadline: March 10th, 2025



To be sent to:

RIVIERA CONGRESSI E-mail: booking@rivieracongressi.com

ON-LINE

**Early reservation is recommended;
after this date the reservation will be handled according to availability**

Company _____
 First Name _____ Family Name _____
 Home Work Address _____ City _____
 Region/Province _____ Zip Code _____ Country _____ Phone _____
 E-mail _____ Mobile _____

INVOICE DETAILS (to be filled in case data are different from the ones indicated above)

Company _____
 Address _____ Zip Code _____ Country _____
 VAT Number _____ Tax Code (if not VAT) _____

Individual Requests can be submitted through this form or through the on-line booking system, at the website www.rivieracongressi.com or www.omc.it/en/ (Visiting /Travel & Stay).

HOTEL RATES

HOTEL CATEGORY	Single ⁽¹⁾ /DSU ⁽²⁾	DOUBLE ROOM
5 Stars (*)	min € 150,00 max € 310,00	min € 200,00 max € 350,00
4 Stars	min € 125,00 max € 250,00	min € 150,00 max € 340,00
3 Stars	min € 100,00 max € 180,00	min € 160,00 max € 220,00
Bed&Breakfast	min € 75,00 max € 120,00	min € 120,00 max € 170,00

(*) 5 Stars are available only at location of Milano Marittima (20 km. away from the Venue)

Rates are to be considered per day, per room, in Bed & Breakfast accommodation, including service charges, reservation fee and Vat. City Tax is not included; 4stars €3,00/3stars and B&B €2,00/ per day, per person.

(1) the number of single rooms available for each hotel is limited; once the availability is over, double room for single occupancy will be assigned. (2) DSU = Double Room for Single Use.

SHUTTLE BUS SERVICE

It is possible to reserve the shuttle service to the Pala De Andrè and vice-versa from one of our partner hotels, the cost to added to the booking will be € 29,00 per person for the entire period.

The bus will run at the beginning and closing of the exhibition and for the social events. The shuttle timetables will be displayed in the hotel, at the Pala De Andrè and on the website one week before of the event. If you require the service please put a tick in the box.

Only participants who make their reservation through Riviera Congressi will be entitled to use the shuttle bus service. The bus reservation is required through the online system.

GROUP RESERVATIONS will be dealt by RIVIERA CONGRESSI with separate agreements.

Please contact us at booking@rivieracongressi.com for details.

Please book: N° _____ Single Double as single use Double room
 Twin rooms (two single beds) Other type _____

Accompanying person YES NO Name/s _____

Arrival Date _____ Departure Date _____ Total of nights _____

Requested hotel category _____ **Preferable max rate** € _____ Location: _____

Shuttle Bus Service to Pala De Andrè and vice-versa € 29,00 p. person

PAYMENT PROCEDURES *all costs to transmitter's charge*

The payment will be made by:

1 BANK TRANSFER to RIVIERA CONGRESSI
UNICREDIT Bank IBAN CODE: IT46W0200824203000101512322 BIC Swift CODE: UNCRITM1SR2
(Please indicate Company/name and OMC2025)

2 CREDIT CARD VISA MASTERCARD
No _____ Expiring Date ___/___ (mm/yy)
Cardholder _____ Security code/CVV number _____

I authorize Riviera Congressi to use my credit card as a guarantee of the reservation and charge any cancellation penalty; I authorize Riviera Congressi to charge the total due of the reservation from my credit card.

Cardholder signature _____

HOTEL BOOKING PROCEDURESPlease fill in and return soon this form via e-mail to booking@rivieracongressi.comDeadline **March 10th 2025**. After this date, rooms will be assigned based on availability.

You will receive a detailed proposal with hotel specification for you to approve. The reservation will be confirmed by e-mail upon receipt of full reservation payment or credit card details as guarantee. A voucher will be sent out as confirmation of your reservation.

RIVIERA CONGRESSI will issue a formal invoice for the whole reservation amount, and send it after the payment. Any incidental and City tax, should be paid directly at the hotel check-out counter.

REFUND AND CANCELLATION POLICY

Any change or cancellation of the hotel reservation must be made in writing to Riviera Congressi.

- Cancellation within January 31st, deposit refund will be made after deducting bank fee of € 10,00 per room; Cancellation within February 28th, 1 night accommodation will be charged;
- Cancellation from March 1st and in case of no-show, 100% of the total amount will be charged.
- Substitutions are accepted at any time.

Privacy

As specified by the Italian Legislative Decree 30 June 2003, n. 196 and in line with European GDPR 2016/679 Riviera Congressi will collect and process your personal data while fully respecting the principles of lawfulness and transparency, to protect customers' privacy and rights.

The complete information is available on the website www.rivieracongressi.com I AUTHORISE I DO NOT AUTHORISE

Date ___/___/___

Signature _____