**Accommodation**

GUARANT International (further referred to also as the IFSO-EC Organisation Secretariat) has been appointed as the official hotel accommodation agent for the IFSO – EC part of the European Obesity Summit and will handle all related arrangements.   
  
**List of hotels**  
  
All hotels are located within a reasonable distance from the Swedish Exhibition & Congress Centre Congress.

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| **Hotel** | **Category** | **Price in EUR SGL / DBL** | **Deposit Required** | **Cancellation Fee** | **Swedish Exhibition & Congress Centre Congress** |
| [Gothia Towers](http://www.obesity-summit.eu/?p=gothia)  Small room | \*\*\*\* | 155 / 165 | 100%  Pre-Payment | 100% Cancellation | Connected with the venue |
| [Gothia Towers](http://www.obesity-summit.eu/?p=gothia)  Standard room | 175 / 185 |
| [Gothia Towers](http://www.obesity-summit.eu/?p=gothia)  Sky room | 195  / 205 |
| [Quality Hotel Panorama](http://www.obesity-summit.eu/?p=panaroma) | \*\*\*\* | 140 / 165 | 100%  Pre-Payment | 100% Cancellation | 1 km / 2 stops by bus or walk |
| Good Morning Göteborg+ Göteborg City | \*\*\* | TBA | 100%  Pre-Payment | 100% Cancellation | Port area / 13 min by car |
| [Poseidon](http://www.obesity-summit.eu/?p=poseidon) | \*\*\* | 135 / 155 | 100%  Pre-Payment | 100% Cancellation | 10 minutes by tram |

All rates quoted are per room per night including breakfast and 12% VAT. Should VAT change before the beginning of the Summit, the IFSO-EC Organisation Secretariat will automatically change the price of your hotel room and inform you in writing about the new rate.   
  
Please note that price of accommodation is not included in the registration fees.   
  
**Group reservations**For group reservations please contact the IFSO-EC Organisation Secretariat at e-mail address [ifso-ec@guarant.cz](mailto:ifso-ec@guarant.cz), telephone number +420 284 001 444 or fax number +420 284 001 448. Our professional staff will assist you to find a suitable hotel for your stay and handle your reservation.   
  
**How to make a hotel reservation**   
To make a hotel reservation, it is necessary to fill in the [**Online Accommodation Form**](http://guarant.topinfo.cz/eos2016/). Please note that the online Accommodation Form is only accessible with a password. Simply fill in the Personal Data Form and a password will be sent to you. Your password is the same for all online forms.   
Reservations will be processed on a “first come, first-served” basis. Due to heavy demand and the fact that distribution of rooms in many hotels is limited, please book your accommodation as soon as possible.      **Extras are to be paid directly at the hotel reception before departure.   
  
Reservation confirmation**   
Full pre-payment is required to guarantee the reservation. After the full payment is received, your hotel reservation will be confirmed in writing by e-mail.    **Cancellations, changes and refunds** Please inform IFSO-EC Organisation Secretariat about any amendments or cancellations in writing by e-mail [ifso-ec@guarant.cz](mailto:ifso-ec@guarant.cz) or fax +420 284 001 448. Telephone amendments will not be accepted. Date of delivery of your written cancellation to the IFSO-EC Organisation Secretariat will be considered as the date of cancellation. Please do not contact the hotel directly for any reservation changes or cancellations. The appropriate refunds will be made after the summit.   
  
**The IFSO-EC Organisation Secretariat reserves the right to charge a handling fee of 30 EUR at any name change of a hotel reservation.**  **Methods of payment**Accommodation expenses must be paid in EUR by one of the following methods:  **1. Credit card**  
For payments through the [**Online Payment System**](http://guarant.topinfo.cz/eos2016/) only **MasterCard/Eurocard**, **Visa** and **Diners Club** credit cards are accepted. These payments will be charged in EUR.   
  
For payments using **American Express** credit cards please complete the [**Credit Card Payment Authorization Form**](http://www.obesity-summit.eu/EOS_2016_Authorization_Form.pdf) and kindly send it signed by a card holder to the Summit Secretariat by fax +420 284 001 448, not via e-mail for security reasons. The payment will be charged in Czech crowns (CZK) at the exchange rate of the [**Czech National Bank**](http://www.cnb.cz/en/financial_markets/foreign_exchange_market/exchange_rate_fixing/daily.jsp) valid on the date of payment. The approximate exchange rate is 1 EUR = 27,082 CZK (September 2015).  
  
**Credit Card Payment Authorization Form** can be also used for **MasterCard/Eurocard**, **Visa** (will be charged in EUR) and **Diners Club** (will be charged in CZK).   
  
**2. Bank transfer**  
Please note that payments by bank transfer will only be accepted by **May 10, 2016.** After this date only payments by credit cards will be accepted (either by using the [**Online Payment System**](http://guarant.topinfo.cz/eos2016/)or by submitting the [**Credit Card Payment Authorization Form**](http://www.obesity-summit.eu/EOS_2016_Authorization_Form.pdf).  **Hotel accommodation must be paid in EUR**

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| **Bank name** | Ceskoslovenska obchodni banka |
| **Bank address** | Na Prikope 18, 110 00 Prague 1, Czech Republic |
| **SWIFT/BIC** | CEKOCZPP |
| **Account name** | GUARANT International spol. s r.o. |
| **Account number** | 478 533 893/0300 |
| **IBAN** | CZ69 0300 0000 0004 7853 3893 |
| **Details of payment** | 201627 …. (ID number from the Letter of Confirmation Participant´s name |

All payments made by bank transfer have to be net of all bank charges. The payer pays the bank charges of their bank, and the beneficiary pays the charges of their bank, if any.