

# Booking information

## Conference costs

The delegate rate includes 3 nights accommodation for 12, 13 and 14 September, all meals, beverages, entertainment and social programme including taxes is as follows:

### \* EARLY BIRD PRICE \*

For bookings received before 31st July 2019:

Delegate	€1,800
Spouse	€925

For bookings made after 31st July 2019:

Delegate	€2,000
Spouse	€925

## Accommodation

If you would prefer to make your own accommodation arrangements, please contact Nicki who will provide you with a reduced price.

For additional accommodation requirements, please complete the relevant section on the booking form. We would advise not booking flights until accommodation has been confirmed by the hotel.

**Note:** Members who have already paid their annual conference credit will have their invoice reduced by €200.

## How to book the conference

Please complete the online booking form:

<https://www.cpaai.com/event/emea-annual-conference-2019/>



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CPA ASSOCIATES INTERNATIONAL

## Payment

Please ensure that payment for the conference is made by wire transfer as soon as possible and no later than **31 July**. Details are available on the website and your confirmation email.

**Please book your places early and we look forward to seeing you there!**

## Cancellation terms

As you can appreciate we have had to enter into a contract with the hotel and other suppliers for the arrangements of our regional Conference this year. In order to protect CPA EMEA from any financial loss and also to encourage the commitment of our members to attend the conference the following cancellation terms will apply.

If you cancel your booking up to 31 July there will be a charge of 50% of the delegate/spouse rate.

Cancellations after 31 July will be charged the full delegate/spouse rate.

If we are able to waiver any cancellation charges with the hotel and other suppliers then we will obviously pass this directly to the delegate concerned.

## Assistance

If you require any assistance with the online booking system, please contact Nicki (nlynn@cpaai.com).