



QS World MBA Tour Fall 2011

Exhibitor Information

Europe

4 October – 3 November 2011

Moscow	Tuesday 4 October
Kiev	Thursday 6 October
Paris	Saturday 8 October
Milan	Monday 10 October
Madrid	Thursday 13 October
Istanbul	Saturday 15 October
Athens	Tuesday 18 November
Zurich	Thursday 20 October
Frankfurt	Saturday 22 October
Munich	Monday 24 October
Sofia	Wednesday 26 October
Bucharest	Thursday 27 October
London	Saturday 29 October
Tel Aviv	Tuesday 1 November
Baku	Thursday 3 November

Note: All fairs are 3 hours long. Each fair will be preceded by a one hour 'Admissions Seminar' for candidates, therefore all advertising and information on our website will indicate a 4 hour event.



QS World MBA Tour – Europe Fall 2011

<p>Tuesday 4 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Moscow</p>	<p>Swissotel Krasnye Holmy Kosmodamianskaya Nab., 52, bld. 6 Moscow 115054 Russia</p>
<p>Thursday 6 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Kiev</p>	<p>Hyatt Regency Kyiv 5, A. Tarasova Street Kiev 1001 Ukraine</p>
<p>Saturday 8 October 1500 – 1800</p> <p>(1400: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Paris</p>	<p>Le Meridien Etoile 81 Boulevard Gouvion Saint-Cyr · 75017 Paris France</p>
<p>Monday 10 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Milan</p>	<p>The Westin Palace Piazza della Repubblica 20 20124 Milan Italy</p>
<p>Thursday 13 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Madrid</p>	<p>Hotel Husa Princesa Princesa 40 28008 Madrid Spain</p>
<p>Saturday 15 October 1500 – 1800</p> <p>(1400: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Istanbul</p>	<p>Hilton Istanbul hotel Cumhuriyet Caddesi 34367 Istanbul Turkey</p>
<p>Tuesday 18 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Athens</p>	<p>Royal Olympic Athanasίου Diakou Str. 28-34 117 43 Athens Greece</p>
<p>Thursday 20 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Zurich</p>	<p>Zürich Marriott Hotel Neumühelquai 42 8001 Zürich Switzerland</p>
<p>Saturday 22 October 1500 – 1800</p> <p>(1400: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Frankfurt</p>	<p>Messe Frankfurt - Congress Center Ludwig-Erhard-Anlage 1 60327 Frankfurt am Main Germany</p>

QS World MBA Tour – Europe Fall 2011

<p>Monday 24 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Munich</p>	<p>Holiday Inn Munich City Centre Hochstrasse 3 81669 Munich Germany</p>
<p>Wednesday 26 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Sofia</p>	<p>Sheraton Sofia Hotel Balkan Sveta Nedelya Square 5 1000 Sofia Bulgaria</p>
<p>Thursday 27 October 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Bucharest</p>	<p>Athenee Palace Hilton Bucharest Hotel Episcopiei St. 1–3 010292 Bucharest Sector 1 Romania</p>
<p>Saturday 29 October 1500 – 1800</p> <p>(1400: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>London</p>	<p>The Queen Elizabeth II Conference Centre Broad Sanctuary Parliament Square London SW1P 3EE United Kingdom</p>
<p>Tuesday 1 November 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Tel Aviv</p>	<p>The Carlton Tel Aviv 10, Eliezer Peri Street 63573 Tel Aviv Israel</p>
<p>Thursday 3 November 1800 – 2100</p> <p>(1700: 1 hour Pre-Fair Candidate Admissions Seminar)</p>	<p>Baku</p>	<p>Park Inn Azerbaijan 1 Azadlig Avenue 1000 Baku Azerbaijan</p>

Exhibitor Information – QS World MBA Tour, Fall 2011

Thank you for your support of the QS World MBA Tour for Fall 2011 - we look forward to partnering with you for a series of very successful events.

Over the last sixteen years we have made every effort to deliver a targeted audience in a professional and enjoyable fair setting. We have provided the following pack to help you in the planning process. For any questions or concerns, please feel free to contact your account manager or the Tour logistics team.

- 1) **EXHIBITION DATA:** Confirm your booking with fax-back form.
- 2) **VISITOR DETAILS:** See details of **TOPMBA Outreach**.
- 3) **TRAVEL & ACCOMMODATION:** Use information in this pack to book your rooms.
- 4) **DELIVERY OF EXHIBITION MATERIALS:** Check delivery dates/courier deadlines.
- 5) **FAIR DISPLAYS:** This is a tabletop fair, check restrictions/dimensions.
- 6) **ATTENDING THE FAIR:** Check times and travel with information sheet.
- 7) **PR & MEDIA OPPORTUNITIES:** Provide us with a contact in your office.

1) EXHIBITOR DATA:

When we receive your booking form, we send you a PDF that confirms the cities booked, the school name for media and signage and your selected contact details. Please ensure you check the information is correct and fax it back to us immediately on +44 20 7284 7203. For any problems or questions contact: wmtlogistics@qs.com

2) TOPMBA OUTREACH:

Outreach is our online candidate database management system. Many of you have already enjoyed using Outreach to access candidate details, prepare professional HTML-based emailers, and organise your pre and post-fair emailing to targeted candidate groups.

New Outreach logins will be created according to the information on your completed Fall 2011 booking form. If you have lost your login information then please go to the site and click on 'forgot password' to retrieve this information, otherwise the login information will be sent out approximately three weeks before the start of the Fall 2011 tour.

To access Outreach: www.topmba.com/outreach

This interface will enable you to:

- Prepare and send emailers to the candidates that interest you most
- Create targeted lists of candidates
- Access candidate information before and after the fair

Pre-registered candidate information is available as of 2 weeks prior to each fair. Walk-in candidate information is available as of 8 days after each fair.

We have ongoing concerns about the protection of candidate data, and we are carefully policing the use of databases that have been downloaded for use other than the promotion of participating programs. We do not wish for the illegal behaviour of a small minority to impact on the professional conduct of so many of our partner schools. Please read carefully the terms and conditions of database use when you access the Outreach website.

NEW: Please see overleaf for a brief document outlining some of Outreach's key features.

Any problems/questions contact **Daniel Kahn** on Tel: +33 1 45 66 59 21 or Email: wmtoutreach@qs.com

Outreach - The Key Features

QS World MBA Tour Outreach gives you the opportunity to contact candidates that you meet at the QS World MBA and QS World Exec MBA Tours.



You will receive your Outreach login information a few weeks before the start of the World MBA Tour. Information on pre-registered candidates will then be available 2 weeks prior to the start of the tour and information on candidates who visited on the day will be uploaded 8 days after any given fair.

Outreach is divided into three parts:

- Search
- Emailer
- Download

Search

This part of Outreach allows you to:

- Search all relevant candidates by criteria such as: gender, country or city of residence, number of years work experience and GMAT score.
- Search by badge number – each candidate that attends a fair is given a badge number to wear. At the fair you may collect the badge numbers in order to contact prospective applicants afterwards.

Emailer

This part of Outreach allows you to:

- Design a simple text emailer.
- Copy and paste an html emailer using our special function.
- Save your emailer to use and edit at a later stage.
- Link your emailer to saved searches, allowing you to send targeted emails.
- Keep a log of emails you have sent.

Download

This part of Outreach allows you to:

- Download complete listings of candidates by city, providing you with a range of information such as date of birth, telephone number and type of MBA sought.
- Import lists into your own email system or into QS Prospect Manager.

To keep candidate information safe and to comply with data protection regulations we ask that you respect guidelines specified when you login to Outreach. For more information please email Daniel Kahn wmtoutreach@qs.com

3) TRAVEL & ACCOMMODATION:

QS World MBA Tour negotiates special rates with hotels for bedrooms. To ensure you receive this rate, you must make your room booking using the attached bedroom booking form in this pack.

Please note each hotel has a cut off date on their bedroom reservation form and all bookings made after each hotel's cut off date will be subject to a higher rate and availability.

**We recommend you organise your travel, hotel rooms and visas NOW.
Please check if you will need a visa for each country you are travelling to.
Different nationalities have different visa requirements.**

- Also ensure you make all the usual security precautions, photocopy your passport & ticket leaving one copy at home/office and one copy in your luggage.
- Use hotel safes for your valuables and only take the absolutely necessary cash out with you.
- Use your credit card carefully.
- Where possible try not to arrive at night and only use official cabs or hotel airport transfers.

4) DELIVERY OF EXHIBITION MATERIAL:

OCS is partnering with QS as the shipper of your material.

OCS is operating a fully controlled service, which includes preparing the correct customs paperwork, holding all materials at their local station until the delivery date and pre-payment of import tax/duty charges so that you will not have to worry about customs clearance or shipment tracking.

Note for all participants using OCS:

OCS will contact you with full details and their "delivery deadlines" after you make your booking with us. You can contact them with queries on fairs@shipocs.com (for American participants) or mbauk@ocsworldwide.co.uk (for all other participants).

Note for all participants NOT using OCS:

From experience, one of the greatest sources of anxiety and frustration for school reps on the Fair day is the absence of boxes of materials. The most common reasons for this are:

- Packages addressed to an individual from the school, with no mention of the QS World MBA Tour
- Your delivery requires custom duties
- Boxes are sent too soon or too late

We therefore suggest that you pay close attention to the following:

- a) It is paramount that your courier/shipper clears all foreign customs for your delivery and pays for any necessary customs duties/taxes, as our event venue will not be responsible for this.
- b) Please also ensure that your travelling representative has the relevant courier airway bill reference numbers and your courier's local contact details (FedEx, UPS, DHL etc) for each city with them when they travel to enable us to help them with any problems
- c) It is also wise to check with your office before each fair that your delivery has been accepted and signed for at the venue.

5) FAIR DISPLAY REGULATIONS:

The Fairs are organised in a tabletop format and the only display stands/units we can allow are pull-up/roller-blind/penguin units. Dimensions are restricted to 1.5m wide x 2m high.

**There is no power supply to the tables.
Only one pull-up stand is allowed per table/school booking**

6) ATTENDING THE FAIR:

Please forward this pack to your team attending the fairs. We also produce one-page information sheets per city without the accommodation information, which can be sent to local Alumni manning or helping at your table/stand. Please request this from us if you need it.

The school representative/alumni attending the fair should introduce themselves to the QS World MBA Tour team at the venue when they arrive. They will be shown to their table and given badge holders to identify them.

There should be no more than 4 exhibitors/school reps/alumni for each table.

Any problems or questions contact: wmtlogistics@qs.com

7) PR AND MEDIA OPPORTUNITIES:

The World MBA Tour works with an impressive number of the world's leading national and international media. To better target the special offers that have been negotiated for Tour participants, we encourage you to send us the contact name and email address of the person responsible for the marketing of your program at the World MBA Tour Fairs by contacting the below:

Europe:

COUNTRY	CONTACT	EMAIL
UK, Italy Germany	Simona Bizzozero Bjoern Schlesinger	Simona@qs.com bjoern@qs.com
Spain	Jose Antonio Cruzado Carlota Fernández	Jose@qs.com Carlota@qs.com
France, Switzerland, Turkey	Isabelle Pasmantier Jukra Bes	Isabelle@qs.com Jukra@qs.com
Romania, Azerbaijan	Zoya Zaitseva	Zoya@qs.com
Greece, Bulgaria	Eleni Bolou	eleni@qs.com
Ukraine, Russia	Tatyana Maksimova	Tatyana@qs.com

As with any international travel and event management, we always try to expect the unexpected. Please do not hesitate to contact us with your questions and concerns.

You can contact our events team at: wmtlogistics@qs.com

Moscow
Tuesday 4 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Swissotel Krasnye Holmy Kosmodamianskaya Nab., 52, bld. 6 Moscow 115054 Russia</p> <p>Tel: + 7 495 787 9800 Fax: + 7 495 787 9898 www.swissotel.com/moscow</p>
<p>Access</p>	<p>The closest station to the hotel is Paveletskaya metro station; it is a walking distance (580m) from the Swissotel. Taxi from Domodedovo Airport costs 5900 RUB (\$211, €146) journey time - 1-1,5 hour. Parking is available at the Hotel and costs 200 RUB (\$7.20, €5) per car per hour.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>Clients are strongly advised to do the following when shipping their materials to Moscow in order to avoid customs problems:</p> <ul style="list-style-type: none"> – Separate printed matter (such as brochures) from other, such as pens – The commercial value of boxes should be very low (such as \$10) – Each box should not exceed 7 kilograms if possible <p>In our experience clients who used the OCS, our recommended courier, almost never had problems with customs in these countries, while clients using other courier companies experienced significant problems in the past. If you use courier/shipping companies other than the OCS, the assistance we can give you on the day, if problems occur, is very limited.</p> <p><u>The venue will only accept deliveries from 30 September 2011 with custom duties cleared.</u> A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels. (Hotel will not be able to assist in customs clearance, arranging brokerage service or paying possible fees).</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels. All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 4 October 2011 (School Name) Swissotel Krasnye Holmy Kosmodamianskaya Nab., 52, bld. 6 Moscow 115054 Russia</p> <p>Contact person: Natalia Alekhina Tel: +7 916 405 39 66 We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Swissotel was not able to offer a competitive rate and we therefore recommend the below alternative.</p> <p>The Aquamarine Hotel offers special rates to the QS World MBA Tour, from Rub 7000 (€173, \$251) per night (one breakfast included) including tax. <u>This rate is only valid for bookings made before 19 September 2011.</u> Please note The Aquamarine Hotel is located a 7-10 minute taxi ride from the Swissotel. To ensure this price please use the attached hotel reservation form to book.</p>
<p>Visa</p>	<p>The Aquamarine Hotel can provide visa invitation letters for Russia. Please complete the attached form and either fax to +7 495 580 28 29 or scan and email it to reservations@aqmh.ru.</p>

RESERVATION FORM

Date: _____
Attention to: _____
Fax: _____
Page: 1
Subject: Credit Card Payment

Aquamarine Hotel
Reservation Department
Ozerkovskya emb. 26,
115184, Moscow, Russia
Telephone: +7 495 580 28 28
Telephone: +7 495 580 28 38
Fax: +7 495 580 28 27
reservations@aqmh.ru
www.aquamarinehotel.ru

Please fill in this form completely, with all requested details in block letters, sign it and send us back by fax +7 495 580 28 27 or as a scanned file by e-mail: reservations@aqmh.ru with copy of both sides of credit card.

Please note the bedroom booking deadline is 19/09/2011

Uncompleted Credit Card Authorization Letter
or Letter without Credit Card copy will not be accepted
and credit card of the guest will be charged for his accomodation

Hereby I Mr first name and last name of credit card holder

Authorize to charge my credit card

Number of credit card

Expiry Date month year

To cover: All expences:

Room/Tax

Breakfast

Paid TV

Telephone

Laundry/Dry Cleaning

Taxi

Other Charges

Of Mr.

Single room "Superior":

Double/ Twin room "Superior":

7000 rub/night (incl.VAT and breakfast)

8000 rub/night (incl.VAT and breakfast)

For the period of stay: Arrival Date
day month year

Departure Date
day month year

Reservation confirmation

Signature

Date day month year

AQUAMARINE

VISA SUPPORT REQUEST FORM

Date: _____

Attention to: _____

Fax: _____

Page: 1

Subject: Visa Support Documents

**Aquamarine hotel Moscow
Reservation Department**
Ozerkovskaya Emb., 26
115184, Moscow, Russia
Telephone: + 7 495 5802838
Fax: + 7 495 580 28 29
Fax: + 7 495 580 2827
Reservations@aqmh.ru
www.aquamarinehotel.ru

Please be informed that we provide our Guest with
Tourist Visa Support Service for whole period of his stay in our hotel.

**Please note that all lines of this form should be filled in completely for each guest separately
in block letters with all requested details otherwise visa support documents will not be provided.**

Please send us this form back with the copy of the credit card from both sides

by fax +7 495 580 28 29, +7 495 580 28 27

or as a scanned file by e-mail: reservations@aqmh.ru

Visa Support Request Form for 2011

Arrival Date	Departure Date	Reservation confirmation #	Title		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
day month	day month		Mr	Mrs	Ms
Last Name	<input type="text"/>				
First Name	<input type="text"/>				
Passport #	<input type="text"/>				
Date of Birth	<input type="text"/>	Citizenship	<input type="text"/>		
	day month year				

Please advise us credit card details to be indicated in Hotel Voucher as method of payment.

<input type="text"/>	Expire Date	<input type="text"/>
Credit Card Number		month year

Important Terms & Conditions:

- If the guest does not arrive within the above mentioned dates then the non-refundable amount of 3500 Russian Roubles (including 18% VAT) will be charged to the credit card indicated above.
- Hereby I ask you to send me hotel voucher with indication of payment method as "Hotel Accomodation and all services are fully paid by above credit card"
I guarantee to pay for my stay at the hotel directly by credit card or by cash.

I understand & agree to the above Terms & Conditions:

Signature _____ Date

of above Credit Card Holder day month year

Please advise us your fax number to send you Visa Support Documents

<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code	City code	Fax number

- Please be informed that Russian Consulates in Asia, Africa, Japan, Mexico and South America may request the Originals of Visa Support Documents.
Original Documents Pick Up Service should be organized and paid from Guest's side.

Kiev
Thursday 6 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Hyatt Regency Kyiv 5, A. Tarasova Street Kiev 1001 Ukraine</p> <p>Tel: +38 44 581 1234 Fax: +38 44 581 1235 www.kyiv.regency.hyatt.com</p>
<p>Access</p>	<p>A taxi from the airport costs €30 (\$44) and takes about 45 minutes. The nearest train station is Kreschatuk and the nearest metro station is Maydan Nezalezhnosti and is about a 10 minute walk to the hotel. A taxi from the station takes 5 minutes and costs €5 (\$7). There is hotel parking for guests who are staying in the hotel for up to 3 hours its 60 UAH (\$7.50, €5.20), 3-5 hours 90 UAH (\$11, €7.70) and 5-24 hours 160 UAH (\$20, €14).</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>Clients are strongly advised to do the following when shipping their materials to the Ukraine in order to avoid customs problems:</p> <ul style="list-style-type: none"> - Separate printed matter (such as brochures) from other, such as pens - The commercial value of boxes should be very low (such as \$10) - Each box should not exceed 7 kilograms if possible - In our experience clients who used OCS, our recommended courier, almost never had problems with customs in these countries, while clients using other courier companies experienced significant problems in the past. If you use courier/shipping companies other than the OCS, the assistance we can give you on the day, if problems occur, is very limited. <p>The venue will only accept deliveries from 4 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels. Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels. All deliveries should be clearly labelled with the sender address and contact number as well as the receiving address. In order to avoid delays in receiving packages due to customs please make sure the name of the hotel is not indicated on your package. Our event manager at the Hyatt will be the only recipient. Do not indicate that it's the Hyatt Regency hotel.</p> <p>Please indicate <i>QS World MBA Tour</i> and your <i>School Name</i> somewhere on the box but not near the delivery address. This will again be easier for customs clearance. Kateryna Ponomarenko 5, A. Tarasova Street Kiev 1001 Ukraine Tel: +38 44 581 1235 Email: kateryna.ponomarenko@hyatt.com We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Hyatt Regency Kyiv offers special rates to the QS World MBA Tour from €250 (\$222) per night (breakfast excluded) including VAT. <u>This rate is only valid for bookings made before 01 October 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>



Hyatt Regency Kyiv

5, A. Tarasova Street
01001 Kyiv, Ukraine

Phone +380 44 581 1234

Fax: +380 44 581 1235

E-Mail: kiev.regency@hyatt.com

www.kyiv.regency.hyatt.com

RESERVATION FORM / ФОРМА БРОНИРОВАНИЯ

Date: _____ / Дата: _____

Special Guest Room Rate for / Специальная цена для участников конференции

World Grad School Tour / World MBA Tour

(Group codes: QS04 (October

4th – October 7th 2011),

QS27 (October 27th -30th 2011).

King / Twin room 250.00 Euro, including VAT (20%), excluding breakfast

Стоимость номера King / Twin, 250.00 Евро, включая НДС (20%), не включая завтрак

First Name / Имя _____ Last Name / Фамилия _____

Arrival date / Дата заезда _____ Departure date / Дата выезда _____

Your preference / Ваше предпочтение:

Smoking / Номер для курящих

Non-Smoking / Номер для не курящих

Reservation is guaranteed by a credit card. Please complete the section below:

Бронирование должно быть гарантировано кредитной картой. Пожалуйста, заполните следующую форму.

Credit Card type / Название кредитной карты _____

Credit Card # / Номер кредитной карты _____

Expiration Date / Срок действия _____ Signature / Подпись _____

Cancellation Policy / Правила отмены бронирования:

- Room reservations can be cancelled without any cancellation fee till 15 September 2011.
Бронирование может быть отменено до 15 сентября 2011 г. без уплаты каких-либо штрафов.
- In the period from 15 September 2011 till 01 (QS04), October 2011 and 20 (QS27) October 2011 the booking can be cancelled with the payment of 50% from one night's room and tax
В случае отмены бронирования в период с 15 сентября 2011 г. до 01 октября 2011 г. уплачивается штраф в размере 50% стоимости номера в сутки с учетом налогов
- After 01 October 2011 the guest will pay 100% of one night's room and tax
При отмене бронирования после 01 октября 2011, 21 октября 2011 г. гости оплачивают 100% стоимости номера в сутки с учетом налогов

Check in time is 3:00 pm / Время заезда - 15:00 часов дня.

Check out time is noon time / Время выезда - 12:00 часов дня.

Please, complete form and send it to our Reservations Department at +380 44 581 1235 or by email: kiev.regency@hyatt.com. Please forward your reservations early in order to ensure your choice.

Пожалуйста, отправьте заполненную форму в Отдел Бронирования +380 44 581 1235 лио электронной почтой: kiev.regency@hyatt.com. Для подтверждения бронирования присылайте заявки заранее.

Reservations are accepted until: 01 October 2011 QS04 (October 4th – October 7th 2011), October 21 QS27 (October 27th – 30th 2011). After this date, reservations are subject to room and rate availability.

Бронирования принимаются до 01 октября 2011 г. QS 04(Октябрь 4 – Октябрь 7 2011) 21 октября 2011 QS27(Октябрь 27 -30 2011). По истечении этого срока Отель не гарантирует наличие номеров и специальную цену.

Your name / Ваше имя _____

Contact telephone number / Контактный телефон _____

Contact fax number / Факс _____

THANK YOU AND WE LOOK FORWARD TO YOUR VISIT!

Paris
Saturday 8 October

1500-1800 (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Le Meridien Etoile 81 Boulevard Gouvion Saint-Cyr · 75017 Paris France</p> <p>Tel: +33 1 40 68 34 34 Fax: +33 1 40 68 20 06 www.lameridienetoile.com</p>
<p>Access</p>	<p>The closest metro station is Porte Maillot – line 1, it is 2 minutes walk from the Hotel. A taxi station is just in front of Hotel. Air France Bus shuttle is available from the airport priced €15 (\$19) and journey time is 30-40 minutes. The cost of a taxi from the airport is €45/50 (\$58/64). There is a parking at the hotel and costs €26 (\$35) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1300 Fair Open to public: 1400 Pre-Fair Seminar for candidates 1500-1800 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 1800</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 7 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 8 October 2011 (School Name) Attn: Headwaiter / Conference Center Le Meridien Etoile 1 rue Belidor 75017 Paris France</p> <p>T +33 1 40 68 31 55 F +33 1 40 68 31 03</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Le Meridien Etoile offers special rates to the QS World MBA Tour from €145 (US\$211) per night including VAT but excluding breakfast. This rate is only valid for bookings made before 7 September 2011.</p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form.</p>

SPECIAL OFFER – WORLD MBA TOUR

PREFERENTIAL RATE from 7th October to 9th October 2011*:

€ 145,- per classic room, single occupancy or double, per night, including VAT & city.

- Breakfast at € 28,- per day and per person.

Please fill in the form and send it before: **7th September 2011**

To the attention of :

RESERVATIONS INDIVIDUELLES

Tel (33) 01 40 55 67 89

Fax (33) 01 40 55 67 88 – email : resindiv.paris@lemeridien.com



***CONDITIONS :**

- ✚ A limited number of rooms has been reserved at this preferential rate. The hotel will confirm your booking by return.
- ✚ For any reservation exceeding 9 rooms, please contact our group reservation department – (33) 01 40 68 34 99.
- ✚ You may only benefit from this preferential rate by replying **before September 7th, 2011** and giving us a credit card number with the expiration date. Only the reservations guaranteed by credit card will be considered.
- ✚ **From September 7th, 2011**, any new request will be accepted upon space and rate availabilities.
- ✚ **Cancellation policy:** This reservation may be changed or cancelled at any time prior to 6PM- local hotel time – the day before your arrival without charge. After, your credit/charge card will be charged for the value of the first night of your stay. In case of no show the first night will be charged and your stay will be cancelled.

ONE FORM PER RESERVATION

Company name :

Address :

Phone : Fax : email :

First name & Last name :

Type of room : Single Double

Arrival date : Departure date :

I hereby authorise the Hotel Le Méridien Etoile to charge my credit card according to the conditions mentioned above.

CREDIT CARD TYPE	
CREDIT CARD NUMBER	
EXPIRATION DATE	
NAME & SIGNATURE	

Milan
Monday 10 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>The Westin Palace Piazza della Repubblica 20 20124 Milan Italy</p> <p>Tel: +39 2 6336 1 Fax: +39 2 6544 85 www.westinpalacemilan.com</p>
<p>Access</p>	<p>The closest metro station to the venue is Repubblica metropolitan stop (located just in front of the hotel about 50 m). The closest railway station is Central (located 1 km away, about 10 minutes walking distance). A taxi from Malpensa Airport costs around €85.00 (\$120) and takes about 60 minutes. A taxi from Linate Airport costs around € 25.00 (\$35) and takes 20 minutes.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 7 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels. Please make sure you include your freight company name.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>Please ensure that all incoming material is clearly marked with the name and date of your event. Material should be addressed to:</p> <p>QS World MBA Tour - 10 October 2011 (School Name) c/o Convention Office The Westin Palace Hotel Via Panfilo Castaldi 1 (Porta di Controllo) 20124 – Milano Italy</p> <p>Contact: Irina Patrascu – Convention Office Agent Tel: +39 2 6336 6812 Fax: +39 2 6336 2051 Email: irina.patrascu@westin.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Westin Palace offers special rates to the QS World MBA Tour from €249 (US\$350) per night. <u>This rate is only valid for bookings made before 9 October 2011.</u> To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form or the link below to book it. http://www.starwoodmeeting.com/StarGroupsWeb/res?id=1102252959&key=1D4B4</p>

Madrid
Thursday 13 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Hotel Husa Princesa Princesa 40 28008 Madrid Spain</p> <p>Tel: +34 915 42 2100 Fax: +34 915 42 3501 www.hotelhusaprincesa.com</p>
<p>Access</p>	<p>The closest metro station is Arguelles on lines 3/4/6 (Yellow/Brown/Grey), located just around the corner from the venue. If travelling by metro from the airport, take line 8 (pink) from the airport to Nuevos Ministerios, change for line 6 (grey) to Arguelles. Journey time takes 30 minutes and costs approximately €2 (\$2.83) A taxi from the airport takes 30 minutes and costs around €30 (\$43) Parking on site is available at €22 (\$31) for 24 hours.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 10 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 13 October 2011 (School Name) Hotel Husa Princesa Princesa 40 28008 Madrid Spain</p> <p>Contact: Marisa Chaves Tel: +34 915 42 2100 Fax: +34 915 42 3501 Email: mchaves@husa.es</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Hotel Husa Princesa offers special rates to the QS World MBA Tour from €125 (US\$179) per night inclusive of breakfast. <u>This rate is only valid for bookings made before 3 October 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>



QS WORLD MBA TOUR MADRID FALL 2011
OCTOBER 13th, 2011

HOTEL RESERVATION FORM :

Please fill up, sign and send this form to the HOTEL before 03th OCTOBER , 2011
to:

HOTEL HUSA PRINCESA ****

Reservation Dpt.

Princesa, 40

28008 - MADRID

SPAIN

Email: hhpreservas@husa.es / hhpreservas2@husa.es / husaprincesa@husa.es

Fax number : 34 915 427 328 Phone number: 34 94 547 229

PLEASE BOOK AND CONFIRM FOR ME AS FOLLOWS:

NAME : _____

ROOM : Double for single use _____

ARRIVAL DATE: _____ DEPARTURE DATE: _____

RATE : Double room for single use 125€
Buffet Breakfast Included
VAT 08 % Included
Price per room and night

I GUARANTEE MY RESERVATION WITH THE CREDIT CARD:

VISA _____ AMERICAN EXPRESS _____ DINERS CLUB _____

CREDIT CARD N° _____ EXP. DATE _____

PHONE N° _____ FAX N° _____

REMARKS :

- Reservation dead line is 03th October , 2011**
- After this date , the room & rate will be subject to availability
- Payment will be made before departure
- Cancellations must be received 24 hours before arrival
- In case of “ No Show” the Hotel will charge 01 night stay
- The Hotel will be charge 01 night in the credit card for guarantee the room reservation

Istanbul
Saturday 15 October

1500-1800 (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Hilton Istanbul Hotel Convention Center Lower Hall Cumhuriyet Caddesi 34367 Istanbul Turkey</p> <p>Tel: +90 212 315 60 00 Fax: +90 212 232 09 09 http://istanbul.hilton.com</p>
<p>Access</p>	<p>Taxi from the airport costs approx €30 (US\$43) one way, journey time approx 1 hour. The hotel has a car parking - 25LT (\$16, €11) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1300 Fair Open to public: 1400 Pre-Fair Seminar for candidates 1500-1800 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 1800</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 10 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 15 October 2011 (School Name and Guest name) Hilton Istanbul Hotel Cumhuriyet Caddesi 34367 Istanbul Turkey</p> <p>Tel: +90 212 315 60 00</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Hilton Istanbul Hotel offers special rates to the QS World MBA Tour from €220 (US\$316) per night which includes breakfast but excluding taxes. <u>This rate is only valid for bookings made before 26 September 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form or the link below to book it.</p> <p>http://www.hilton.com/en/hi/groups/personalized//ISTHITW-GAKAC-20111009/index.jhtml?WT.mc_id=POG</p>

Athens
Tuesday 18 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Royal Olympic Athnasiou Diakou Str. 28-34 11743 Athens Greece</p> <p>Tel: +30 210 92 88 4 00 Fax:+30 210 92 33 3 17 www.royalolympichotel.gr</p>
<p>Access</p>	<p>Acropolis Station is located 200m from the hotel. A taxi from the airport will take 45 minutes and should cost €35 (US\$50) There is parking on site and costs €8 (US\$12) for the first hour and then €1 (US\$1.40) for every hour after.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 14 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 18 October 2011 (School Name & Name of School representative) Royal Olympic Athnasiou Diakou Str. 28-34 11743 ATHENS GREECE</p> <p>Contact name for deliveries: Mrs Maria Xiromamou Tel: +30 210 92 88 4 60 Fax: +30 210 92 30 3 31 Email: banquet@royalolympic.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Royal Olympic offers special rates to the QS World MBA Tour from €150 (US\$213) per night (breakfast included). <u>This rate is only valid for bookings made before 11 September 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>

HOTEL RESERVATION FORM
“ QS WORLD GRAD SCHOOL TOUR ”
17 - 18 October 2011

Should you wish to make a reservation, please complete the form below carefully.

Royal Olympic Hotel

28-34 Ath.Diakou str., 117 43 Athens, Greece
Tel. : + 30 210 9288400 - Fax : + 30 210 9230331

Web : www.royalolympic.com

PARTICIPANT'S DETAILS

Last Name : First Name :

Phone : Fax / E-mail :

Credit Card No. : Card Type :..... Exp.Date :

Arrival Date : Departure Date :

Please tick the room type that you wish to reserve. For description of the rooms kindly visit the hotel's website.

Executive rooms

Double for Single use € 150 Double for Double use € 150

Deluxe rooms

Double for Single use € 180 Double for Double use € 180

Athenian Panorama rooms

Double for Single use € 350 Double for Double use € 350

Above rates are per room per night and include buffet breakfast & all taxes.

Please Note

- Your credit card is mandatory for the reservation and will be charged with one night deposit on September 12th, 2011 (non refundable).
- Settlement of your account can be effected upon departure by credit card or cash.
- The hotel is obliged to accept the reservations until September 11th, 2011. After that date all rooms will be upon request depending on the hotel availability.

Cancellation Policy

1. For any cancellation until 11/09/2011 no cancellation fees will apply.
2. For any cancellation from 12/09/2011 until 13/10/2011 the participants will be charged with one night cancellation fees (deposit).
3. As from 14/10/2011 and onwards for any cancellation or Non Show the credit card of each participant shall be charged with full cancellation fees.

Kindly confirm your acceptance by signing the reservation form.

Signature: _____

**PLEASE COMPLETE THIS FORM AND SEND IT BY FAX OR E-MAIL TO
ROYAL OLYMPIC HOTEL Fax: +30 210 9230331- E-mail: groups@royalolympic.com**

CONFIRMATION FROM THE HOTEL

Reservation Number :

Date :

Signature :

Zurich
Thursday 20 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Zürich Marriott Hotel Neumühelquai 42 8001 Zürich Switzerland</p> <p>Tel: +41 44 360 70 70 Fax: +41 44 360 77 77 www.marriott.com</p>
<p>Access</p>	<p>Zürich Flughafen/Airport to Zürich HB takes 10 minutes by train. During peak times, there are 10 connections per hour. The station is located underneath the Airport and there are signs in four languages. The train ticket costs approx CHF4.10 (€3.40, \$5). The Marriott is 0.3km from the Zürich HB train station which is about an 8 minute walk across the bridge.</p> <p>A taxi from the airport costs CHF50.00 (US\$58, €41) and takes 10-15 minutes. The hotel has on-site parking which costs CHF 24.00 (US\$28, €20)/full day, CHF 12.00 (US\$14, €10)/half day, CHF 39.00(US\$45, €32)/24 hour</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries</p> <p>If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will accept deliveries from 18 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 20 October 2011 (School Name & Name of School representative) Attn: Nicole Sperisen/Event Sales Zürich Marriott Hotel Neumühelquai 42 8001 Zürich Switzerland</p> <p>Contact Name: Nicole Sperisen Tel: +41 44 360 71 02 Fax: +41 44 360 75 30 Email: Nicole.Sperisen@marriotthotels.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Zurich Marriott Hotel offers special rates to the QS World MBA Tour from CHF370 (US\$426, €300) per night.</p> <p>To ensure this price please quote QS World MBA Tour and click on the link below to book it. Please be informed, that the cut off day for the call in will be <u>1 October 2011</u>. Please use the cut off name "EFQ" for making the booking.</p> <p>http://www.marriott.com/hotels/travel/zrhd?groupCode=efqefqa&app=resvlink&fromDate=10/19/11&toDate=10/21/11</p>

Frankfurt
Saturday 22 October

1500-1800 (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Messe Frankfurt - Congress Center (Harmonie Hall) Ludwig-Erhard-Anlage 1 60327 Frankfurt am Main Germany</p> <p>Tel: +49 69 7575 0 Fax: +49 69 7575 6433 www.congressfrankfurt.de</p>
<p>Access</p>	<p>A taxi from the airport costs €25 (US\$36), journey time 15-20 minutes. The nearest Underground station is Festhalle / Messe (Underground 4) 2 minutes from the venue. There is on-site parking available which costs €27 (US\$38.28) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1300 Fair Open to public: 1400 Pre-Fair Seminar for candidates 1500-1800 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 1800</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 20 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour - 22 October 2011 (School Name) Messe Frankfurt Venue GmbH & Co. KG FORUM Ludwig-Erhard-Anlage 1 60327 Frankfurt am Main Germany</p> <p>Contact Name: Rebecca Henn Tel: +49 69 7575 3410 Fax: +49 69 7575 3001 Email: rebecca.henn@messefrankfurt.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Forum Messe Frankfurt does not have any accommodation.</p> <p>The Maritim Hotel Frankfurt offers special rates to the QS World MBA Tour from €155 (US\$219) per night (breakfast included). <u>This rate is only valid for bookings made before 22 September 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>



MARITIM HOTEL FRANKFURT
 Theodor-Heuss-Allee 3
 D-60486 Frankfurt am Main
 Tel. : +49/ 69 / 75 78 - 11 30
 Fax. :+49/ 69 / 75 78 - 10 04
 E-Mail: reservierung.fra@maritim.de

Room allotment for
Ref: WORLD MBA Tours

Please send your reservation form to the hotel by 22 September 11

Guest name:	Name	
	Street	
	Zip Code, City	
	Telephone & Fax Number	
Company Details:	Name	
	Street	
	Zip Code, City	
	Telephone & Fax Number	

Arrival: _____ **Departure:** _____

Standard Room

Our modern business rooms offer all possibilities for a relaxing stay.

Number of rooms: _____
 Single room: € 155,00

Number of rooms: _____
 Double Room: € 211,00

The MARITIM breakfast buffet is included in the room rate.

Smoker: **Non- smoker:**

Cancellation Policy: You have the possibility to cancel your reservation free of charge until 24 hours prior to arrival. Late cancellations will be charged with 90% of the mentioned room rate.

To guarantee the booking, please fill in your credit card details.

Credit Card: _____ Number: _____

Valid until: ____/____/____ Date & Signature: _____

Will be completed by the hotel.

Dear Guest,

We are pleased to confirm above mentioned booking and are looking forward welcoming you.

Kind regards

MARITIM Hotel Frankfurt

Stamp & signature reservation department

Munich
Monday 24 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Holiday Inn Munich City Centre Hochstrasse 3 81669 Munich Germany</p> <p>Tel: +49 89 480 30 Fax: +49 89 448 8277 www.munich-meeting-centre.com</p>
<p>Access</p>	<p>Take the S8 from the Airport and get out at "Rosenheimer Platz" station which is under the venue. Take the exit "Hochstrasse/Gasteig" to the hotel. Taxi from the airport costs approx €65 (US\$93) one way, journey time approx 35 minutes. Parking is available under the hotel and costs €2 (US\$2.8) per hour or €17 (US\$24) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 21 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 24 October 2011 (School Name) Holiday Inn Munich-City Centre c/o Bankettabteilung Hochstrasse 3 81669 Munich Germany</p> <p>Contact: Lucie Roesgen Tel: +49 89 4803 6001 Fax: +49 89 448 7170</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Holiday Inn Munich-City Centre offers special rates to the QS World MBA Tour from €154 (US\$219) per night (tax and buffet breakfast included). <u>This rate is only valid for bookings made before 24 September 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>

BEDROOM BOOKING FORM - QS World MBA Tour

Holiday Inn Munich - City Centre
Hochstrasse 3 | 81669 München | Germany
Tel: +49 89/4803-3333 | Fax: +49 89/448-7170
Email: hi.muenchen@whgeu.com
www.munich-meeting-centre.de



Please send your reservation form to the hotel by 24th September 11. To obtain special rates.
Booking Code: R82

Name: _____
Title: _____
Company: _____
Address: _____
Phone Number: _____
Fax: Number _____
Email: _____
Arrival date: _____
Departure date: _____
Credit Card Number: _____
Expiry Date: _____
Credit Card Holder: _____
Signature: _____

Please mark your preferred room category:

- Standard Room € 154.00 (per room per night)
 Superior Room € 178.90 (per room per night)
Rates including taxes and full buffet breakfast

Please mark your special requests:

- Smoking Room Non Smoking Room
 Queen Size Bed Twin Room

Special requests: _____

Reservation confirmed: _____ (date) _____

A guest room will be held for late arrival, if guaranteed. Check-in time is 15:00. Check-out time is 12:00

Cancellations are free of charge until 7 days prior to arrival. In the event of non-arrival or late cancellation we will charge 90 % of the total stay.

Sofia
Wednesday 26 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Sheraton Sofia Hotel Balkan 5 Sveta Nedelya Square 1000 Sofia Bulgaria</p> <p>Tel: +359 2 981 6541 Fax: +359 2 980 5311 www.sheratonsofia.com</p>
<p>Access</p>	<p>The closest station to the venue is Serdika Station which is 500m away from the venue. The hotel does provide an airport shuttle which takes 40 minutes and is free of charge. Cost of a taxi from the airport is approx €10 (US\$14.50), journey time approx 30 minutes. Public parking is available at a cost of approx €1.50 (\$2) per hour /€20 (\$29)for 12 hours</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 21 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 26 October 2011 (School Name) Sheraton Sofia Hotel Balkan Sveta Nedelya Square 5 1000 Sofia Bulgaria</p> <p>Event Contact: Gergana Nedelcheva Tel: +359 2 418 8624 Fax: +359 2 980 5311 Email: gergana.nedelcheva@sofiabalkan.net</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Sheraton Sofia Hotel Balkan offers special rates to the QS World MBA Tour from €140 (US\$203) per night (breakfast and tax included). <u>This rate is only valid for bookings made before 7 October 2011.</u></p> <p>To ensure the above prices please use the attached hotel reservation forms to book.</p>



SHERATON SOFIA
HOTEL BALKAN
Bulgaria

RESERVATION FORM

QS

World MBA Tour
23-27 October 2011

In order to book a room at **Sheraton Sofia Hotel Balkan**, please complete the details below and fax or e-mail the form to:

Sheraton Sofia Hotel Balkan

Phone: (359) (2) 937 8787

Fax: (359) (2) 980 30 30

E-mail: Sofia.Reservations@luxurycollection.com

Web: www.luxurycollection.com/sofia

Family name: _____ First name: _____

Company: _____

Tel: _____ Fax: _____ E-mail: _____

Arrival date: _____ Departure date: _____

City* _____ Zip Code* _____

Country* _____

Nationality* _____ Date of Birth* _____

Passport No.* _____ Date of issue:* _____ Expiry date:* _____

Cross the room type you require, indicate the total number of rooms and nights required

Classic Single room	EUR 140, -	Executive Single room	EUR 150,-
Classic Double room	EUR 150, -	Executive Double room	EUR 160,-

Total nights: _____ No. of rooms: _____

**Rates are quoted per room, per night, inclusive of buffet breakfast and V.A.T.
EUR 1.84 per person per night will be additionally charged as Tourist tax.**

Once Classic rooms are sold out the next available room category will be confirmed.

Please indicate the method of payment and guarantee reservation with credit card details:

Credit card name: _____ Number: _____

Expiry date: _____ Signature: _____

Cancellation policy: One night's room revenue will be charged for each room cancelled after **7 October 2011.**

The Hotel does not accept advanced reservations for the Airport shuttle as the service is based on a seat availability. Private pick up can be organized by a car at charge. For further details please contact the Reservation Department.

DEADLINE FOR RESERVATIONS IS 7 October 2011

After this date all unsold rooms will be released and additional reservations will be subject to hotel availability.

Bucharest
Thursday 27 October

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Athenee Palace Hilton Bucharest Hotel Episcopiei St. 1-3 010292 Bucharest Sector 1 Romania</p> <p>Tel: +40 21 303 37 77 Fax: +40 21 315 21 21 www.bucharest.hilton.com</p>
<p>Access</p>	<p>The hotel does provide an airport shuttle which takes between 25 and 45 minutes and costs €10 (\$14.50) Cost of a taxi from the airport is approx RON60 (US\$20, €14), journey time approx 30 minutes. Public parking is available at a cost of approx 1.5RON/hour (US\$0.52, €0.36) or 36RON/day (US\$13, €8.70) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries</p>	<p><u>The venue will only accept deliveries from 20 October 2011 with custom duty cleared.</u> A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 27 October 2011 (School Name) Athenee Palace Hilton Bucharest Hotel Episcopiei St. 1-3 010292 Bucharest Sector 1 Romania</p> <p>Contact Name: Roxana Turcu Tel: +40 21 303 37 32 Email: Roxana.turcu@hilton.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Athenee Palace Hilton Bucharest Hotel offers special rates to the QS World MBA Tour from RON485 (US\$169, €118) per night and Rates are net, in RON, include breakfast and excludes tax. <u>This rate is only valid for bookings made before 7 October 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>

ATHÉNÉE PALACE HILTON, BUCHAREST, ROMANIA

HOTEL BOOKING FORM FOR QUACQUARELLY SIMONDS

(Please fax this form direct to the hotel on
Fax No.: **INT+ 40 21 315 4400** or e-mail to **reservations.bucharest@hilton.com**)

DELEGATE NAME

Family Name: First Name:

COMPANY NAME:

CITY, COUNTRY:

E-MAIL ADDRESS:

TEL NUMBER:

FAX NUMBER:

ACCOMPANYING PERSON(S) (Please give age of any children coming with you):

1. Family Name: First Name: Age of Child(ren):
2. Family Name: First Name: Age of Child(ren):

ATHÉNÉE PALACE HILTON HOTEL ROOM REQUIREMENTS

Please tick the room type	Room Type	Rate RON	Name of the guest	Check-in day (please tick the selected day)	Check- out day
	Hilton Guestroom (single occupancy)	485	_____	<i>25th of October</i>	<i>27th of Oct.</i>
	Hilton Guestroom (double occupancy)	485			
	Executive room (single occupancy)	660		<i>26th of Oct.</i>	<i>28th of Oct.</i>
	Executive room (double occupancy)	660			

- Rates are net, in RON, include breakfast and exclude tax .
- Taxes are currently 9% but are subject to change according to Romanian law.

The rates are also inclusive of:

- Complimentary Health Club: access at swimming pool, fully equipped gym, sauna, Jacuzzi.

If you would like to extend your hotel booking, please specify which additional nights you require. The hotel will honour the request prior and following the official conference date (26th – 27th of October), subject to availability. Additional Nights Required:

I would like:

- | | |
|---|--|
| A Smoking Room <input type="checkbox"/> | A Connecting Room <input type="checkbox"/> |
| Twin beds <input type="checkbox"/> | A Baby Cot <input type="checkbox"/> |
| King bed <input type="checkbox"/> | Tea/Coffee-Making Items <input type="checkbox"/> |

PAYMENT ARRANGEMENTS

Each guest, upon departure, will settle payment individually for their accommodation and any extras. Payment can be made with **Cash** (Euro, USD, RON, English Pounds), **Credit Card** VISA (Euro), MasterCard (Euro, USD, RON), AMEX (RON), Diners (USD). The hotel invoice will be issued in RON with a conversion into Euro or USD made at the hotel exchange rate.

Please note that non-guaranteed bookings are not accepted.

We guarantee this booking by:

A. Credit Card:

Card Name: VISA/EC/MC/AMEX; Number _____ exp day ____

Cardholder name: _____ Signature: _____

OR

B. Company:

Name: _____ Signature: _____ Stamp: _____

By this we agree that, in case that the guest does not arrive or the booking cancellation is requested after 18th of September, full stay room charge at the contracted rate is to be paid by the cardholder or the company (depending on the guarantee method). Please note that in case of no-show, the remaining nights of the original booking will be automatically cancelled.

CHANGES/CANCELLATION OF YOUR RESERVATION

You will receive an e-mail confirmation from the hotel once you sent in this form. Please note that it is the Delegate's responsibility to inform the hotel directly of any changes/cancellation.

SPECIAL REQUIREMENTS

If you have any other special requirements concerning your accommodation, not covered above, please indicate them here:

.....
.....

Please return this form to Reservations Department, Athénée Hilton Hotel before the 7th of October. After that date, reservations will be confirmed upon availability and at the available rates.

Athénée Palace Hilton, Bucharest, Romania

London
Saturday 29 October

1500-1800 (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>The Queen Elizabeth II Conference Centre Broad Sanctuary Parliament Square London SW1P 3EE United Kingdom</p> <p>Tel: +44 20 7222 5000 Fax: +44 20 7798 4200 www.qeicc.co.uk</p>
<p>Access</p>	<p>Westminster tube station is five minutes from QEICC. (District, Circle and Jubilee Line). Take Exit 6 to Parliament Square. The QEICC is directly opposite Westminster Abbey.</p> <p>Travelling from the airport: Heathrow Express £32 (US\$48 / €38) return every 15 minutes, into Paddington Station (20 minutes). District and Circle line from Paddington to Westminster (25 minutes). Gatwick Express £25 return (US\$37 / €30) every 15 minutes into Victoria Station (30 minutes). Take the District and Circle line from Victoria to Westminster station (4 minutes). There are Masterpark car parks within the area. Contact details 0800 243 348 / www.masterpark.org.uk.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1300 Fair Open to public: 1400 Pre-Fair Seminar for candidates 1500-1800 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 1800</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p><u>The venue will only accept deliveries from 27 October 2011 with custom duty cleared.</u> A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels. All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 29 October 2011 (School Name) - No. of Packages Storey's Gate Loading Bay The Queen Elizabeth II Conference Centre Broad Sanctuary Parliament Square London SW1P 3EE United Kingdom</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p> <p>Contact Name: Louise Ganthony Tel: +44 20 7798 4086 Email: louise.ganthony@qeicc.co.uk</p>
<p>Hotel</p>	<p>The Queen Elizabeth II Conference Centre has no accommodation but has partnered with The Corporate Team which has special discounted hotel rates at hotels in the close surrounding areas. Please go to the following website to view all available hotels and negotiated rates for the QS World MBA Tour: www.corporateteam.com/events/7777MBA</p> <p>Should you have any questions regarding booking your accommodation please contact The Corporate Team by phone or email please quote ID Number: 7777MBA. Tel: +44 (0) 20 7592 3050 E-mail: events@corporateteam.com Although there are no deadlines for these rates, we advise you book as early as possible.</p>

Tel Aviv
Tuesday 1 November

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>The Carlton Tel Aviv 10, Eliezer Peri Street 63573 Tel Aviv Israel</p> <p>Tel: +972 3 520 1818 Fax: +972 3 520 1843 www.carlton.co.il</p>
<p>Access</p>	<p>A taxi from the airport takes approximately 30 minutes and costs 150ILS (US\$43, €30). The closest station is Savidor which is 15 minutes from the hotel at a cost of 40ILS (US\$11.50, €8). The hotel has on-site parking which costs 8ILS (US\$2.30, €1.60) per hour and 40ILS (US\$11.50, €8) per day.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number</p>	<p>The venue will only accept deliveries from 30 October 2011 with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 1 November 2011 (School Name) ATTN: VERED FURSTENBERG The Carlton Tel Aviv 10, Eliezer Peri Street 63573 Tel Aviv Israel</p> <p>Contact Name: Vered Furstenberg Tel: +972 3 520 1813 Fax: +972 3 520 1883</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Carlton Tel Aviv offers special rates to the QS World MBA Tour from €198 (US\$280) per night (breakfast and taxes included). <u>This rate is only valid for bookings made before 15 September 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>



BEDROOM BOOKING FORM

Hotel name [Carlton Tel Aviv](#)
Address 10 Eliezer Peri Tel Aviv
Telephone number +972-3-5201811
Fax number +972-3-5201877
Email address gila@carlton.co.il
Website www.carlton.co.il

Please send your reservation form to the hotel by 15th September 2011 to obtain special rates.

Name: _____
Title: _____
Company: _____
Address: _____
Phone Number: _____
Fax: Number _____
Email: _____
Arrival date: _____
Departure date: _____
No. of guests in room: _____
Credit Card Number: _____
Expiry Date: _____
Credit Card Holder: _____
Signature: _____

Room details –

Deluxe sea view room including Full Buffet Breakfast.
Rates are: single \$280 / double \$300

Please mark your special requests:

- | | |
|--|---|
| <input type="checkbox"/> Smoking Room | <input type="checkbox"/> Non Smoking Room |
| <input type="checkbox"/> King Size Bed | <input type="checkbox"/> Twin Room |

Special requests: _____
Reservation confirmed: _____ (date) _____

A guest room will be held for late arrival, if guaranteed. Check-in time is 15:00. Check-out time is 12:00.

Cancellations made 72 hours to day of arrival are not charged.
In the event of non-arrival we will charge for one room night and tax.

Baku
Thursday 3 November

1800-2100 (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<p>Venue</p>	<p>Park Inn Azerbaijan, Baku Azadlig Avenue 1, 1000 Baku Azerbaijan</p> <p>Tel: +994 12 490 6000 Fax: +994 12 496 8900 www.rezidorparkinn.com</p>
<p>Access</p>	<p>The nearest subway station is "Sahil" which is located 500 meters from the venue. Cost of a taxi from the airport is approx AzN 20 (US\$25, €18), journey time approx 30 minutes. On-site parking is available cost approx AzN 5 (US\$6.50, €4.50) per hour.</p>
<p>Timetable</p>	<p>Set-up: Exhibitor access from 1600 Fair Open to public: 1700 Pre-Fair Seminar for candidates 1800-2100 QS World MBA Tour Fair & Seminars Breakdown: The room will have to be cleared at 2100</p>
<p>Deliveries</p>	<p><u>The venue will only accept deliveries from 1 November 2011 with custom duty cleared.</u> A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</p> <p>All deliveries should be clearly marked:</p> <p>QS World MBA Tour – 3 November 2011 (School Name) Park Inn Azerbaijan, Baku 1 Azadlig Avenue 1000 Baku Azerbaijan</p> <p>Contact Name: Victoria Maksimova Tel: +994 12 490 6000 ext.3609 Email: conference.baku@rezidorparkinn.com</p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>
<p>Hotel</p>	<p>The Park Inn Azerbaijan offers special rates to the QS World MBA Tour from AZN150 (US\$190, €131) per night and the rate is subject to 18 % VAT and Municipality Tax at 1.1 AZN. <u>This rate is only valid for bookings made before 14 October 2011.</u></p> <p>To ensure this price please quote QS World MBA Tour and use the attached hotel reservation form to book.</p>



topmba.com Hotel Reservation Form – QS World MBA Tour 2011

Last Name		First Name	
Passport No.		Park Inn Rewards No.	
Company		Position	
Address			
City		State	
Telephone		Fax	
Special request	() non-smoking Double beds () Twin bed ()		
FOR DOUBLE OCCUPANCY			
Last Name		First Name	
Passport No.		Park Inn Rewards No.	

ROOM TYPE	SINGLE OCCUPANCY RATE 150 AzN	DOUBLE OCCUPANCY RATE 180 AzN	Arrival Date	Departure Date
Standard				

- Rate is subject to 18 % VAT and Municipality Tax at 1.1 AZN
- Check in time: 14:00 on day of arrival - Check out time: 12:00 noon

Transportation Service (Select your choice and tick)

Taxi from Heydar Aliyev Airport at _____ per way per car Do not require

Arrival Flight		Arrival Time	
Departure Flight		Departure Time	

- Transportation Service arrangements must be on guaranteed basis. Full service price will be charged on the credit card number for any no-shows or late cancellations.

Guarantee method (Please fill in details)

Master Card Amex Visa Diners Club JCB

Credit Card No.		Expiry Date	
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Name as in Credit Card: _____

(For Hotel Use Only)

Confirmation number _____ Signature/Date _____

Please complete the form and send to Reservations by 14th October 2011:

T: +994 12 490 6000, D: 994 12 4968915

F: +994 12 496 8900

reservations.baku@rezidorparkinn.com