



Union Internationale des Avocats
International Association of Lawyers
Unión Internacional de Abogados



2018 UIA Congress
PORTO
October 30 - November 3



Kindly complete one form per congress delegate
IN CAPITAL LETTERS and send it to:
DESTINATION PLUS
58 rue Saint Lambert - 75015 Paris - France
Tel: +33 1 56 08 37 37 - Fax: +33 1 56 08 37 38
Email: congres-uia@destinationplus.fr

Register and pay directly online:
www.destinationplus-uia.com

**DESTINATION PLUS
RESERVATION FORM**
Accommodation
Tourist Activities
Pre-Congress

Mr Mrs Ms

FAMILY NAME:

First name:

Law firm / Organisation:

Address:

Zip code:

City:

Country:

Tel: +

Mobile: +

Fax: +

Email:

Contact of the person in charge of the reservation:

FAMILY NAME:

Email:

FAMILY NAME and first name of adult accompanying person(s):

FAMILY NAME, first name and age of young accompanying person(s):

IMPERATIVE: KINDLY PROVIDE YOUR ARRIVAL / DEPARTURE INFORMATION

ARRIVAL IN PORTO

Arrival date: __ / __ / __ (DD/MM/YY)

Local time:

From:

Airline:

Flight / train number:

DEPARTURE FROM PORTO

Departure date: __ / __ / __ (DD/MM/YY)

Local time:

Destination:

Airline:

Flight / train number:

Kindly report any specific information and/or special requests about accommodation, pre-congress and tourist activities (special meal requirements, allergies, disabilities, etc.).

ACCOMMODATION

For more information and for details on the location of the congress hotels kindly refer to the registration programme (pages 42, 43 and 51) or to the website www.destinationplus-uia.com.

Please fill in the table below indicating the hotel you wish to stay at.

Due to the limited number of rooms in each hotel and the fact that preferential rates cannot be guaranteed for more than the number of rooms reserved by the UIA from October 30 to November 3, 2018, we recommend that you make your reservations as early as possible.

Once the number of rooms reserved for the UIA congress is sold out, or for any stay before or after these dates, DESTINATION PLUS will make a new request (reservation will be made upon availability and subject to new rates).

Date of arrival at the hotel: __/__/__ (DD/MM/YY)

Date of departure from the hotel: __/__/__ (DD/MM/YY)

In case of unavailability in your first choice hotel, kindly choose another hotel:

2nd choice:

HOTEL / CATEGORY	TYPE OF ROOM <i>Kindly tick the box of your choice</i>		Price per night and per room in Euros <small>Inclusive of VAT⁽¹⁾ and breakfast</small>	Number of night(s)	Number of room(s)	TOTAL in Euros
SHERATON PORTO HOTEL & SPA 5* <i>(CONGRESS HOTEL)</i> <i>(on request)</i>	DELUXE	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 150			
	DELUXE	Single <input type="checkbox"/> ⁽²⁾	€ 135			
	CLUB	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 200			
	CLUB	Single <input type="checkbox"/> ⁽²⁾	€ 185			
CROWNE PLAZA PORTO 5*	DELUXE	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 150			
	DELUXE	Single <input type="checkbox"/> ⁽²⁾	€ 135			
THE YEATMAN HOTEL 5* <i>(on request)</i>	SUPERIOR	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 260			
	SUPERIOR	Single <input type="checkbox"/> ⁽²⁾	€ 245			
INFANTE SAGRES HOTEL 5*	CLASSIC	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 210			
	CLASSIC	Single <input type="checkbox"/> ⁽²⁾	€ 200			
	SUPERIOR	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 230			
	SUPERIOR	Single <input type="checkbox"/> ⁽²⁾	€ 215			
VINCCI PORTO HOTEL 4*	STANDARD	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 205			
	STANDARD	Single <input type="checkbox"/> ⁽²⁾	€ 195			
PESTANA VINTAGE PORTO HOTEL 5* <i>(on request)</i>	CLASSIC	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 195			
	CLASSIC	Single <input type="checkbox"/> ⁽²⁾	€ 180			
	VINTAGE RIVER VIEW	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 220			
	VINTAGE RIVER VIEW	Single <input type="checkbox"/> ⁽²⁾	€ 205			
CARRÍS PORTO RIBEIRA HOTEL 4* <i>(on request)</i>	CARRÍS	Double <input type="checkbox"/> Twin <input type="checkbox"/> ⁽²⁾	€ 140			
	CARRÍS	Single <input type="checkbox"/> ⁽²⁾	€ 125			
TOTAL ACCOMMODATION (in Euros)						

(1) VAT (6 % to date) can be increased or decreased by governmental decision.

(2) Single = large bed for one person / Double = large bed for two persons / Twin = 2 separated single beds.

IMPORTANT OBSERVATIONS:

- > The tourist tax is not included and must be paid on site (except for the Yeatman Hotel).
- > Upon arrival and check-in at the hotel, you will have to show your credit card and identity documents.
- > Rooms can only be occupied from 3.00 pm onwards (2.00 pm for the Vincci Hotel) on the day of arrival and must be vacated by 12.00 pm on the day of departure

KINDLY REFER TO THE CANCELLATION AND MODIFICATION CONDITIONS ON PAGE 50 OF THE REGISTRATION PROGRAMME.

DESTINATION PLUS will not make any refunds in case of no-show, late arrival or early departure.

TOURIST ACTIVITIES

Reservations for tourist activities have to be made at the same time as reservations for accommodation and for the pre-congress programme.

The description of pre-congress programme is found on pages 44 and 45 of the registration programme or on the Website www.destinationplus-uia.com

The official language for all activities is English. Depending on the number of participants and languages, sub-groups may be formed.

ACTIVITIES' PLANNING	Tuesday, October 30	Wednesday, October 31	Thursday, November 1	Friday, November 2
MORNING		Visit to Graham's Port Lodge	A Day Trip to the Minho Province (Northern Portugal) (lunch included)	Visit to the Serralves Foundation and Gardens
AFTERNOON	Porto Walking Tour	Porto Walking Tour		
PRE-EVENING				Closing Ceremony
EVENING	Congress Opening Evening	Informal Evening	Gala Dinner ⁽ⁱ⁾	Fado Evening

(i) Please contact the UIA to reserve this optional activity

TOURIST ACTIVITIES Prices include: guide, entrance fees, bus	Date	Your choice	Number of persons	Price per person in Euros	TOTAL
Porto Walking Tour <i>min. 10 persons</i>	Tuesday, October 30 Afternoon	<input type="checkbox"/>		€ 35	
Visit to Graham's Port Lodge <i>min. 15 persons</i>	Wednesday, October 31 Morning	<input type="checkbox"/>		€ 45	
Porto Walking Tour <i>min. 10 persons</i>	Wednesday, October 31 Afternoon	<input type="checkbox"/>		€ 35	
A Day Trip to the Minho Province (Northern Portugal) (lunch included) - <i>min. 15 persons</i>	Thursday, November 1 Full day	<input type="checkbox"/>		€ 90	
Visit to the Serralves Foundation and Gardens <i>min. 15 persons</i>	Friday, November 2 Morning	<input type="checkbox"/>		€ 55	
Fado Evening <i>min. 15 persons</i>	Friday, November 2 Evening	<input type="checkbox"/>		€ 75	
TOTAL TOURIST ACTIVITIES (in Euros)					

IMPORTANT OBSERVATIONS:

- > The final departure times will be published in the final programme.
- > If the number of participants is inferior to the minimum indicated, the activity may be postponed or cancelled. In that case, DESTINATION PLUS will reimburse the amount paid for the activity concerned.
- > DESTINATION PLUS reserves the right to revise prices upwards due to any variation in taxes pertaining to services offered.
- > In case of no-show for an excursion which you have registered for, no refund shall be made.

KINDLY REFER TO THE CANCELLATION CONDITIONS ON PAGE 50 OF THE REGISTRATION PROGRAMME

PRE-CONGRESS

> FROM LISBON TO PORTO

From Saturday, October 27 to Tuesday, October 30 (4 days / 3 nights)

Please tick the box of your choice

The description of pre-congress programme is found on page 46 of the registration programme or on the Website www.destinationplus-uia.com

In order to avoid any disturbances in case of cancellation of a pre-congress, we strongly recommend that you book modifiable airplane tickets.

If you are taking part in a pre-congress programme, you have the obligation to acquire assistance/repatriation insurance (subscribed directly by the participants).

	Double room <input type="checkbox"/>	Single room <input type="checkbox"/>	Number of persons	TOTAL
Set price per person	€ 1050	€ 1230		
Minimum number of participants : 15				
These prices include: The transfers on the programme, accommodation in a double and/or single room in 4 star hotels in Lisbon (2 nights) and in Anadia (1 night), the meals mentioned in the programme, the tours and entry to the monuments mentioned in the programme, an English-speaking guide from day 1 to day 4 and taxes.				
These prices do not include: meals that are not on the programme, drinks, visa fees, tips, personal expenses, exceptional expenses for which the agency may not be held liable, such as: strikes, delayed flights, poor weather conditions, etc., assistance/repatriation insurance (mandatory) and cancellation/baggage insurance (option).				

Should the minimum number (15) not be reached by July 31, 2018, DESTINATION PLUS reserves the right to:

- > increase the pre-congress price depending on the number of participants*;
- > cancel the pre-congress programme. DESTINATION PLUS would therefore reimburse the pre-congress programme amount (except for expenses linked to changes in international flights booked by your own).

*The tour could be organised for 10 to 15 participants with an extra cost.

Pre-congress price may also be increased in the following cases:

- > If there is any official increase in fuel rates.
- > If there is any variation in taxes pertaining to services offered.

KINDLY REFER TO THE CANCELLATION CONDITIONS ON PAGE 50 OF THE REGISTRATION PROGRAMME

TOTAL SERVICES

For any reservation made with DESTINATION PLUS (with or without accommodation), a € 30 processing fee per room will be charged.

SERVICES	TOTAL
PROCESSING FEE (mandatory - non refundable in case of cancellation)	€ 30
TOTAL ACCOMMODATION	
TOTAL TOURIST ACTIVITIES	
TOTAL PRE-CONGRESS PROGRAMME	
INDICATIVE TOTAL (in Euros)	

METHODS OF PAYMENT

By bank transfer BIC/SWIFT

If you wish to pay by bank transfer, please kindly wait for the receipt of the confirmation / invoice before proceeding with the payment.

By credit card (VISA / MASTERCARD) in Euros only. Other cards are not accepted.

We will send you the payment link at the same time as the confirmation / invoice.

Reservations will be confirmed only when the signed confirmation/invoice and the total payment are received.

Should participants not reply within 7 days, reservations will be automatically cancelled.

I, the undersigned, confirm that I have read and accept the cancellation conditions as well as the general conditions, given on pages 49 and 50 of the registration programme.

The undersigned acknowledges having been informed of the processing by Destination Plus of the personal data contained in this form, as detailed below:

The personal data that you communicate to us shall be processed by Destination Plus, with its registered office at 58 rue Saint Lambert, 75015 Paris (Tel: +33 1 56 08 37 37 - Fax: +33 1 56 08 37 38 - congres-uia@destinationplus.fr), in accordance with Act No. 78-17 of January 6, 1978 relating to data, files and freedoms and Regulation No. 2016/679 on data protection, as of its entry into force on May 25, 2018. Your data will be managed by Destination Plus' Events and Accounts Section:

- > For the purpose of administering your reservations of accommodation, tourist activities or pre-congress programme;
- > In order to pay for the selected services - your bank details will be deleted after receipt of your payment.

Data relating to your participation in the event shall be stored for a period of 10 years in accordance with our tax obligations.

Date: / /
D D M M Y Y

Signature: