



## Accommodation information

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**MCI Suisse SA** is the official housing agency for **The International Liver Congress™ 2020** and will be offering **special reduced rates for sponsors, exhibitors, and delegates.**

EASL-ILC 2020 Registration & Hotel Secretariat c/o MCI

Office hours:

Monday to Friday

9:00 - 18:00 CET - Central European Time

(our offices are open on regular business days with the exception of public holidays)

T: +41 22 33 99 593

F: +41 22 33 99 631

E: [ilc.delegates@mci-group.com](mailto:ilc.delegates@mci-group.com)

The majority of the hotels are located either in **London city center, its direct vicinity or near the congress venue.**

Hotel reservations will be made on a first come, first served basis. We recommend that you book as early as possible to ensure reservation in your preferred hotels. **Rates are stated in Euros (EUR)** and include all taxes. Please note that VAT may increase without notice and any such change will be reflected in the final rates. MCI Suisse SA will inform you accordingly of any increase.

Please note that rooms can be booked online for the period **15 to 19 April 2020**. If certain nights are not available, please contact MCI at [ilc.delegates@mci-group.com](mailto:ilc.delegates@mci-group.com)

## Individual hotel reservations (less than 6 reservations)

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**Deposit:** Individual hotel deposit conditions

### **ALL HOTELS (Except the Ibis Styles London Excel)**

For hotel bookings, a deposit payment covering the first night is required with your reservation. Your booking will be confirmed upon receipt of your hotel deposit. This prepaid deposit will be deducted from your final hotel bill when checking out from the hotel.

### **Ibis Styles London Excel**

For hotel bookings in the above-mentioned hotel, a deposit payment covering the full stay is required with your reservation. Your booking will be confirmed upon receipt of your hotel deposit. This prepaid deposit will be deducted from your final hotel bill when checking out from the hotel.

For bookings of 2 rooms or more, the full payment is required to confirm your reservation.

In case of modification (including early departure), the hotel has the right to invoice you for the number of nights initially reserved.

### **Cancellations & modification:**

Cancellations & modification shall be communicated to MCI Suisse SA in writing via e-mail to [ilc.delegates@mci-group.com](mailto:ilc.delegates@mci-group.com)

As liquidated damages, cancellation charges are calculated on projected charges (per hotel, per night, subject to all applicable taxes). In the event of total or partial cancellation of unused rooms in the block.

All cancellations or reductions of stay can be made without charge until Saturday 07 March 2020. After this date, please refer to the [Terms & Conditions](#) document to get in details cancellations policies per hotel.

## Group reservations (from 6 reservations)

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### **Deposit conditions:**

#### **Small Groups (up to 9 members) Hotel Deposit Conditions**

100% of the total amount due is required to confirm the reservation.

#### **Large Groups (from 10 members) Hotel Deposit Conditions**

Upon signature of the contract, 20% of the total amount invoiced is due.

50% of the total due is to be paid by Tuesday, December 10th, 2019.

100% of the total due is to be paid by Wednesday, February 5th, 2020.

Any eventual extras will have to be paid directly to the hotel.

Cancellations shall be communicated to MCI Suisse SA in writing via e-mail to [ilc.delegates@mci-group.com](mailto:ilc.delegates@mci-group.com)

For all cancellation conditions, please refer to our [Terms & Conditions](#).