

2nd EACTS / ESTS JOINT MEETING  
12- 15 October 2003, Austria Center Vienna

**Booking Form for Satellite Symposia, Internal Meetings and Hospitality**

**PLEASE RETURN THIS FORM TO:-  
EACTS EXECUTIVE SECRETARIAT  
FAX + 44 (0)1753 620407**

<b>Company name and address</b>	
<b>Contact details Name/E-Mail/Tel/Fax</b>	
<b>Title of event</b>	
<b>Room, date and time of event</b>	
<b>Purpose of event</b>	
<b>Number of attendees</b>	
<b>Number of own staff</b>	
<b>Number of additional hostesses required</b>	<b>Date(s):                      Hours required:                      Number required:</b>
<b>Catering requirements and numbers</b>	
<b>Audio Visual Requirements</b>	
<b>Furniture and other equipment requirements</b>	
<b>Address for invoice (if different from above)</b>	
<b>Booking reference</b>	<b>(To be completed by EACTS Executive Secretariat)</b>