

**USEFUL INFORMATION FOR MEDIA
PAYMENT & CANCELLATION POLICY**

The official media hotel is:

Hotel Susi
Peterburi tee 48
11415 Tallinn, Estonia
Phone: +372 630 3300, Fax: +372 630 3400
E-mail: susi@susi.ee
Website: <http://www.susi.ee/?lang=en>

Single room: 90 EUR
Twin room: 140 EUR
Prices per room, per night (including breakfast, internet and taxes)

The following cancellation policies will be applied.

Cancellation policy:

- For any cancellation made until 26 May 2015, no cancellation fee will be charged.
- For any cancellation made between 27 May 2015 and 8 June 2015, 50% of your total accommodation cost will be charged as a cancellation fee.
- For any cancellation made as from 9 June 2015, 100% of your total accommodation cost will be charged as a cancellation fee.
- In case of no-show, the full stay will be charged.

Payment policy:

You will receive in the coming days/weeks an e-mail with your accommodation invoice to proceed with your payment.

You are kindly requested to proceed with the payment no later than five (5) working days after receipt of this e-mail in order to guarantee your hotel booking.

The confirmation of your accommodation booking will be guaranteed only after receipt of the full payment of your accommodation cost.

Failure to adhere to these payment terms will result in the cancellation of the reservation.

Press Conference

The official Press Conference will take place on Wednesday 8 July 2015 at 15:00 at the Radisson BLU Hotel Olümpia (Room ALFA) Liivalaia 33, Tallinn.