**TOXINS 2026 - 8th International Conference – 14-17 January 2026 - Group Hotel Booking Form**

**Company/Sponsor Name:** **Date:**

**Contact person:**

**Address:**

**City/State/Zip: Country:**

**Phone: Email:**

**Please fill in the number of rooms that you are requesting for each day in the table below.**   
**Booking must include the peak nights 14, 15 and 16 January.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of Room** | **Rates Euros** | **Tuesday**  **13 January** | **Wednesday**  **14 January** | **Thursday**  **15 January** | **Friday**  **16 January** | **Saturday**  **17 January** | **Sunday**  **18 January** | **Total** |
| Single | 205€ |  |  |  |  |  |  |  |
| Double | 235€ |  |  |  |  |  |  |  |
| \*Executive | 305€ / 335€ |  |  |  |  |  |  |  |
| **Totals:** | |  |  |  |  |  |  |  |

**\*Reservations may be requested for Suites. Only a limited number of suites are available, and they will be offered on a first come-**

**first-served basis. You will be notified upon receipt of your contract if a suite is assigned to your group.**

**Booking method:** Groups will be booked directly with the Marriott via rooming list (excel template) with a contract between the parties detailing specific terms and conditions agreed. The Marriott should receive the rooming list for the reserved number of rooms as well as any further specific services required in the requested format **no later than 21 December 25.**

**Deposit:**

At the time of booking a pro forma invoice for a 50% deposit will be sent to the client directly from the Madrid Marriott Auditorium Hotel & Conference Center. The balance of the invoice will be due 1 month prior to the date of the groups’ arrival.

**Attrition/Cancellation:**

Group hotel room contracts must be signed within 14 days of receipt. Once the group rooming contract is signed, 50% will be invoiced and due within 7 days. 25% is due by 3 November 2025, and the remaining 25% will be due by 4 December 2025.  The International Neurotoxin Association agrees to allow for a ten percent (10%) reduction in your cumulative room night commitment without penalty until 17 November 2025. No refunds will be issued after 4 December 2025.

**Return this completed form to** [**groups@neurotoxins.org**](mailto:groups@neurotoxins.org) **for approval. This form will be forwarded to the Madrid Marriott Auditorium Hotel & Conference Center, and a coordinator will contact you directly.**