

Questionnaire for applicants wishing to apply to host a FIS Congress

Name of City - Town	(please provide brief factual information only)
1. General Information	
Closest Airport	
Distance Airport to Hotel	
Proposed dates (mid May - mid June)	
Season	
Average outside temperature during proposed Congress dates	
2. Hotel	
Name of the Congress Hotel Category of Hotel	
Total Hotel Capacity - breakdown of room types	
Number of restaurants in the hotel, meal price ranges Number of restaurants nearby to the hotel	

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<p>Room Rates (double/twin) per person (incl. tax)</p> <p>Room Rates (single) per person (incl. tax)</p> <p>Inclusive breakfast, internet access use of meeting rooms, coffee breaks</p>	
<p>Breakfast included? If not, price per person</p>	
<p>Coffee breaks included? If not, price per person</p>	
<p>3. Meetings/Functions</p>	
<p>Number of meeting rooms (attach plan with room dimensions)</p> <p>12-15 smaller meeting rooms between 50 and 120 m², and 3-5 large meeting rooms between 100 - 250 m²</p>	
<p>Location of meetings rooms (Distance from Hotel to meeting rooms if not in hotel)</p>	

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Suitable meeting room for the Congress day, approx 1000 m2 (incl. space for translator cabins)	
Internet access in meeting rooms, lobby area - other business services	
Costs of meeting rooms if not included in room rate	
4. Exhibition	
Suitable area for exhibition approx. 200 m2 + space for coffee break; location should be near to the meeting rooms	
5. Social Functions	
Restaurant or function space (in or outside depending on weather) for opening national evening and gala dinner	
Price range Closing Dinner per person	

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Proposals for FIS Excursion (Thursday) with lunch	
6. Partners	
Support from authorities with Opening National Evening (e.g. Sports Ministry, National Olympic Committee, Regional/Local Tourism)	
7. Other Information	
Give information in regard to visa requirements and customs regulation	
Other Hotel(s) proposed - capacity - room rates -	