


DORMITORY RESERVATION FORM

31st International Congress on Sound and Vibration from July 6-11, 2025

★ Return the completed form to info@icsv31.org by no later than Monday, March 31, 2025 ★

YOUR INFORMATION			
First Name(s):	Family Name(s):	Male	Female
Address:			
Nationality:	Mobile phone number:		
Passport No:	E-mail:		

ACCOMMODATION		
Incheon University Dormitory		
Room includes: A wardrobe, a shoes rack, desks & chairs, single beds, and bathroom (incl. shower)		
Check In:	Check Out:	No. of Night(s):
Room shared with (Name): <i>The dormitory is segregated by gender, and roommates must be of the same gender.</i>		

ACCOMMODATION FEE		
No. of Guests	Rates	
1 person	Room rate per night	Bedding rental
2 persons	KRW 60,000	KRW 18,000 * 1 EA = KRW 18,000
	KRW 65,000	KRW 18,000 * 2 EA = KRW 36,000
Notice	Bedding rental is available at an additional cost. The rental charge will be levied once for the duration of your stay (you will be using the same bedding for your entire stay).	

*VAT is included in all accommodation fees.

TOTAL AMOUNT			
Room Rate per Night: <i>Ex. KRW 65,000</i>	No. of Nights: <i>Ex. 2 nights</i>	Number of Guests: <i>Ex. 2 guests</i>	Bedding Rental <i>Ex. 2 set</i>
Total Amount in KRW: <i>Ex. (65,000 * 2 nights + 36,000) = KRW 166,000</i>			

IMPORTANT ANNOUNCEMENT

- Please note that **only credit card payments** are accepted for the dormitory reservation. Alternative payment methods (such as bank transfer, cash, or PayPal) are not supported.
- Upon submission of your dormitory reservation application, you will receive a payment link via email. Please be advised that payment links will be sent out on a first-come, first-served basis.
- You will be charged the full amount within 7 working days after the reservation form is received by the Secretariat.
- You may withdraw or change your reservation until Monday, April 30, 2025. No refunds or cancellation will be accepted from Tuesday, May 1, 2025.
- It is each guest's responsibility to abide by the safety regulations of the Dormitory.

Note: Please be advised that the Secretariat is only an intermediary between you and the Dormitory as the Dormitory does not provide booking services in English nor does it accept individual reservation requests. Your requests or issues with the Dormitory will be redirected to them once you make a reservation through the Secretariat.

Date:

Reservation Request Submitted by:

(Signature)

DORMITORY RESERVATION

General Conditions

31st International Congress on Sound and Vibration | July 6-11, 2025 | Incheon, Korea

1. Please complete the attached reservation form and send it by email to the Secretariat **by no later than Monday, March 31, 2025**. Bookings will be made on a first come, first served basis. The Secretariat cannot guarantee room availability.
2. Please bring a matching photo ID (passport) to be presented at the information desk upon checking in.
3. If you have any questions about the dormitory or the room, please do not hesitate to contact the Secretariat.

PAYMENT CONDITIONS

Credit cards are the only accepted method of payment.

- You will be charged the full amount within seven (7) working days after the reservation form is received by the Secretariat.
- Confirmation of your room reservation will be sent to your email only after receipt of payment of the total amount by credit card – it may take up to three (3) business days to confirm your credit card transaction. Reservations requesting cash payment by bank transfer will not be considered.

CANCELLATIONS

In case of cancellation, your payment will be refunded after deducting the credit card fees (if applicable) until April 30, 2025 – the credit card fees may range from 0~5% of the paid amount depending on how much time has passed since the transaction was made. All refunds will be made within two weeks after we receive your cancellation notice. All request for cancellation should be made in writing and sent to info@icsv31.org. Cancellation fee will be calculated in the Korean Standard Time (KST, UTC+9).

Until April 30, 2025	Credit card fees (approx. 3-5%) if applicable; otherwise, none.
From May 1, 2025	100% of the total room charge.