



## Advanced reservations

### Basic information

Team name	_____		
Nationality	_____		
Number of skaters	_____	Number of coaches/ staff	_____
Date of arrival	_____	Date of departure	_____

### Responsible person/ coordinator

Name \_\_\_\_\_

Telephone/ mobile number \_\_\_\_\_

E-Mail address \_\_\_\_\_

### Preferred weekdays and times for

#### a) ice training

Day	Date	morning	afternoon
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

#### b) training in weight room

Day	Date	morning	afternoon
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Please send the completed registration form **4 weeks before your stay** in Berlin via e-mail to [sportforum@SenInnDs.berlin.de](mailto:sportforum@SenInnDs.berlin.de) (subject: *speed skating*). If you have any questions do not hesitate to contact us.

Participants (athletes, coaches and staff)

No.	Name	First Name	Gender	Role	ONLY FOR ATHLETES	
					date of birth	personal best time (500m or 1500m)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
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29						
30						

**Take Note:**

- (1) This is only an application. The actual training times and confirmation of your wishes will be communicated on a later notice. There is a maximum of two training session per day per athlete.
- (2) The confirmation shall be issued with reservation. Withdrawal will be possible until 14 days prior to stay.
- (3) The temporary use of the training facilities includes the use of sanitary and locker rooms.
- (4) Please sign on to the staff of Sportforum before your training session starts.
- (5) Attention should be paid to comply with the regulations.

Costs and Payment

The training fee is **30,00 € per athlete and trainings session on ice (90 min)** and **10,00 € per athlete and trainings session in weight room (90 min)**.

There are two methods of payment:

- 1) The total training fee (total amount of the whole team/ group) is to be payable to the administration of Sportforum Berlin in cash before the first training session of your stay. You will be then handed a receipt and proof of payment. The office is located in the administration building, room no. 8 at the main entrance (see plan, no. 28) of Sportforum Berlin.
- 2) The total training fee (total amount of the whole team/ group) can also be paid by bank transfer. For this we need the billing address with this reservation and payment should be arranged prior to arrival. Unfortunately there is no possibility to pay by credit card on site.

name/organisation	_____
street	_____
postal code	_____ town _____
country	_____
E-Mail address	_____

The invoice will be send by e-mail.

Consent

- I herewith accept the rules and conditions of use.
- With my signature I consent to my personal data being collected, processed and used in accordance with the General Data Protection Regulation (GDPR, version of 25.05.2018) for planning the training sessions. In addition I am informed about that my data will be deleted after my stay in Berlin.

\_\_\_\_\_ *place, date, signature*