

APSIPA PCO Conference Group 15 – 20 Dec 2015 Hotel Reservation Form - Momentous Asia Travel

Please return this Hotel Reservation Form to **RESERVATION DEPARTMENT**
70 Mody Road, Tsimshatsui East, Kowloon Hong Kong
Tel: (852) 2731 2868 Fax: (852) 2721 5912
Email: Reservations@grandstanford.com / Kandace.tong@ihg.com

1. YOUR DETAILS *Please complete in block capitals*

Family Name:		Given Name:		Title:	
Company:					
Tel (direct line):		Fax:			
Email:					

2. YOUR REQUIREMENT *Please tick your options*

<u>Premier Room (Free Upgraded from Deluxe Rooms):</u>	<input type="checkbox"/> Single Occupancy: HK\$1,550.00 + 10% service charge per room per night, inclusive of Daily One Buffet Breakfast & Internet Access <input type="checkbox"/> Double Occupancy: HK\$1,680.00 + 10% service charge per room per night, inclusive of Daily Two Buffet Breakfast & Internet Access				
<u>Supplements:</u>	➤ <input type="checkbox"/> Full Harbour View Room Supplement at HK\$500 + 10% per room per day ➤ <input type="checkbox"/> Club package supplement at HK\$600 +10% for single occupancy and HK\$800 +10% for double occupancy per room per day				
Room preference :	<input type="checkbox"/> Non-Smoking	<input type="checkbox"/> Smoking	<input type="checkbox"/> King Bed	<input type="checkbox"/> Twin Bed	
<i>Note: The above rates are subjected to 10% service charge per room per night.</i>					
Arrival Date:		Departure Date:			
Arrival Flight:		Departure flight :			
Hotel Limousine Service (3-seater)	<input type="checkbox"/> HK\$ 750 Net per car	Hotel Limousine Service (3-seater)	<input type="checkbox"/> HK\$ 750 Net per car		
<i>Note: Supplement charge of HK\$200 Net will be applied for limousine service from 0:00-06:00 hours.</i>					

3. TO GUARANTEE YOUR ROOM

<u>Terms and Conditions:</u>					
1. All bookings should be guaranteed by a credit card of one night room charge before <u>14/Nov 2015 (31-Days prior to first group arrival)</u> otherwise; there may not be room available. 2. In the event of any cancellation between <u>15 to 30/ Nov 2015 (15-Days prior to First Arrivals)</u> , One Night room charge will be debited to the above credit card as late cancellation charge. 3. In the event of any cancellation/late arrival/early departure/no show is made on/after <u>01/ Dec 2015 (14-Days prior to First Arrivals)</u> , Full period of room charge will be debited to the above credit card as late cancellation penalty.					
Type of card :	<input type="checkbox"/> VISA	<input type="checkbox"/> AMEX	<input type="checkbox"/> MasterCard	<input type="checkbox"/> DINERS	<input type="checkbox"/> JCB
Card Number:					
Expiry Date:		Name on Card:			
Signature of cardholder to guarantee room:					

** Check where appropriate*

4. CONFIRMATION To be completed by the hotel (OFFICIAL USE ONLY)

❖ This section will be completed by the hotel who will then fax or e-mail the whole form back to you.					
We are pleased to confirm the above booking		Date of Confirmation:			
Group Code:		Confirmed By:			
Reservation Number:		Hotel Stamp (for faxed copy only)			

Thank you for your reservation. We look forward to welcoming you to InterContinental Grand Stanford Hong Kong.