

Hotel Reservation Form

Forward Leading Meeting Group on 06 to 08 December 2018 <DWL>

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
Emails: Reservations@icgrandstanford.com / Alvin.so@icgrandstanford.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

Premier Room:	<input type="checkbox"/> HK\$1,600.00+10% per room per night (Single occupancy) <input type="checkbox"/> HK\$1,750.00+10% per room per night (Single occupancy with one daily breakfast)				
Supplements:	<ul style="list-style-type: none"> ➤ <input type="checkbox"/> Additional Buffet Breakfast supplement at HK\$150+10% per person per day ➤ <input type="checkbox"/> Harbour View Room supplement rate at HK\$500+10% per room per night ➤ <input type="checkbox"/> Club package supplement at HK\$550+10% / HK\$750+10% for Single/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 subject 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	Deluxe Van (6-seater)	<input type="checkbox"/> HK\$ 840 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

Terms and Conditions:					
1. All bookings should be guaranteed by a credit card of one night room charge on or before 19 November 2018 otherwise; there may not be room available.					
2. In the event of any cancellation/late arrival/early departure/no show is made after 19 November 2018 , 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.