NOVOTEL HOTELS HONG KONG CENTURY

HKSAR – ICAC 4th Symposium

14 - 18 December 2009

HOTEL RESERVATION FORM

(Please use one form for each booking and type in all information)

GUEST NAME: Mr/ Miss/ Mrs/ Dr First name Last name	*(IF ANY)* **SHARE GUEST**: Mr/ Miss/ Mrs/ Dr First name Last name
ARRIVAL DATE / / DD MM YY	**DEPARTURE DATE** / / DD MM YY
FLIGHT NO. / ESTIMATE ARRIVAL TIME	**FLIGHT NO. / ESTIMATE DEPARTURE TIME**
COMPANY NAME	**RETURN FAX NO./ E-MAIL ADDRESS** (For us to return a confirmation to you)

ROOM RATE

❑ Standard Room – **HK$1050.00** per room per night **(Room Only)**

****The above rate is subject to 10% service charge and are applicable for both single and double occupancy per room***

ROOM TYPE ❑ Single Room ❑ Double Room ❑ Twin Room

BUFFET BREAKFAST (Optional)

Special buffet breakfast at **HK$110net** per person per meal.

❑ Yes, I will take ❑ No, I will not take

- *Service charge included and should be pre-arranged upon making reservation*
- *Should be on a daily consumption basis*
- *Non-refundable breakfast coupons will be issued upon check-in*

Special Request

❑ Non-smoking

❑ Others _____

_____

_____

ALL RESERVATIONS MUST BE GUARANTEED BY CREDIT CARD TO SECURE ROOM SPACE.

❑ AMEX ❑ DINERS ❑ MASTER ❑ VISA

Card Holder Name _____

Card No. _____ Expiry date _____/_____ (MM / YY)

TERMS AND CONDITIONS

- In case of any cancellation notice given less than 30 days prior to arrival or no-show on the arrival day, one night room charge penalty will be levied to the given credit card.
- This form should be returned to hotel on or before 14 November 2009. Bookings will be confirmed on first-come-first-serve basis. After the deadline, late bookings will be considered subject to hotel availability and current selling rate.
- Any further assistance, please contact Mr. Kevin Sun – Assistant Sales Manager at tel (852) 2507 6615 or fax (852) 2598 4837 or e-mail: kevin.sun@novotelcenturyhk.com Hotel website: www.accorhotels.com/asia.

FOR HOTEL USE ONLY

Confirmation No: _____ Confirmed by: _____ Date: _____

Return to Fax: (852) 2598 4837 or (852) 2507 6504 / Email: Kevin.sun@novotelcenturyhk.com

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