

Attention:

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B P International

龍堡國際

International Conference on Information/Learning Commons

Hong Kong University of Science & Technology

10 – 11 December 2007
 (Room Reservation Form)

New Reservation <input type="checkbox"/>	Amendment <input type="checkbox"/>
Cancellation <input type="checkbox"/>	

Arrival Date : _____	Reservation Date : _____
Departure Date : _____	Departure Date : _____

Participant

First Name : _____	Last Name : _____	Mr / Miss / Mrs
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Accompanying Person

First Name : _____	Last Name : _____	Mr / Miss / Mrs
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Room Rates	Room Type		No. of Rooms Required
	<input type="checkbox"/> Room Only	HK\$ 630.00 nett	_____
	<input type="checkbox"/> Room with 1 Buffet Breakfast	HK\$ 680.00 nett	_____
	<input type="checkbox"/> Room with 2 Buffet Breakfast	HK\$ 730.00 nett	_____

The rates are inclusive of 10% service charge per room per night.

Arrival Flight : _____	Departure Flight : _____
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Special Request : _____

Method of Payment : All charges should be settled by guest's own account upon departure.

Remarks : i. Please be advised that the following details are required to guarantee the space blocked.
 Guarantee by Credit Card On or before 17 November 2007
 Flight Schedule On or before 01 December 2007
 ii. Reservation(s) not guaranteed will be released at 18:00 hours or 2 hours after the arrival flight schedule.
 iii. Reservation(s) form must be received **on or before 08 November 2007**.

Guarantee Reservation(s)

Credit Card : American Express / Diners Club / Visa / MasterCard / JCB

Credit Card Number : _____

Expiry Date : _____

Signature : _____

Remark : Cancellation is made less than 48 hours prior to the guest's arrival will incur the equivalent to one night's accommodation as a cancellation charge. In case of no-show after guaranteed reservation(s), the hotel reserves the right to impose one night's accommodation as a no-show charge.

Arrival Airport Shuttle Bus Service

Yes No

Rate : HK\$ 80.00 nett. The rate is inclusive of 10% service charge per person per trip.

Waiting Zone : Kindly contact the "Airport Shuttle Bus" counter (A16 and B16) of the Greeting Hall where shuttle bus service is provided.

Reservation Made By : _____	Fax No. : _____
Telephone No. : _____	E-mail : _____

For Hotel Use Only

Reservation Confirmed : _____	Date : _____
	Reservation No. : _____

(Rooms are available on a first-come-first-served basis.)