



HOTEL LIST & BOOKING FORM

For further information, please contact:

Burnaby Solutions Pte Ltd

7030 Ang Mo Kio Avenue 5 #08-24 Northstar @ AMK Singapore 569880

Tel: +65-6848 1345 Fax: +65- 6684 8417

Email: limcheeyi@burnaby-solutions.com / alycialow@burnaby-solutions.com

Hotels	Booking Period	Cost Per Room Night (SGD)		Cost Per Meal Per Person (SGD)	WIFI Access for single user
		Single Room	Twin Room	Breakfast	
5 star					
Conrad Centennial	<i>by 4 July</i>	280.00 ++	310.00 ++	<i>Inclusive</i>	✓
	<i>by 19 July</i>	300.00 ++	330.00 ++	<i>Inclusive</i>	✓
	<i>after 20 July</i>	320.00 ++	350.00 ++	<i>Inclusive</i>	✓
Marina Mandarin	-	280.00++	310.00++	<i>Inclusive</i>	✓
4 star					
Rendezvous	<i>by 4 July</i>	220.00 ++	220.00 ++	<i>Inclusive</i>	✓
	<i>by 19 July</i>	230.00 ++	230.00 ++	<i>Inclusive</i>	✓
	<i>after 20 July</i>	245.00 ++	245.00 ++	<i>Inclusive</i>	✓
Peninsula Excelsior	-	200.00++	220.00++	<i>Inclusive</i>	✓
V Bencoolen	-	140.00++	150.00++	<i>Inclusive</i>	✓

NOTE

- 1) Hotels listed above are within walking distance to Suntec Singapore.
- 2) All rates are subject to 10% service charge and 7% goods and service tax.

BOOKING TERMS & CONDITIONS

- Hotel reservations and arrangements are the sole responsibility of exhibitors / visitors / delegates
- Room reservations are confirmed with a ONE room night non-refundable deposit make payable to Burnaby Solutions Pte Ltd followed by balance payment on and before 21 July 2016.
- In the event that your travel dates change after submitting this form, please notify Burnaby Solutions immediately.
- Rates are valid only from 21 – 27 August 2016.

CANCELLATION /NO SHOW POLICY

- A cancellation charge equivalent to one night room charge is levied in the event of cancellation for each confirmed reservation.
- Any cancellation made on/after 21 July 2016 and early departure or no show is subject to FULL CANCELLATION CHARGE based on FULL LENGTH OF STAY as per original room reservation request.
- All refunds, if any, must be claimed or settled within 7 working day after the conclusion of the exhibition.



24 – 26 Aug 2016

Suntec Singapore

www.osha-singapore.com



HOTEL BOOKING FORM

COMPLETE DETAILS IN FULL				
Name of Guest:				
Organisation:				
Address:				
Telephone No:		Fax No.:		Email:
Hotel:	_____ (1 st Choice)		_____ (2 nd Choice)	
Arrival Date:		Flight No:		Arrival Time:
Departure Date:		Flight No:		Departure Time:
Number of Rooms				
Room Type:	<input type="checkbox"/> Single	<input type="checkbox"/> Double	<input type="checkbox"/> Twin	

PAYMENT & CREDIT CARD DETAILS				
<i>(note: payment by telegraphic transfer or credit card is subject to 3% admin fee)</i>				
<input type="checkbox"/> AMEX <input type="checkbox"/> MASTER <input type="checkbox"/> VISA				
Card No.:		Expiry Date:		(dd-mm-yy)
Cardholder's Name:		CVV Code:		
Amount: S\$				
Signature:				
<i>For payment by Telegraphic Transfer, please quote following bank Account</i>				
Bank Account No:	003-916187-5			
Swift Code:	DBSSGSG, DBS Bank Limited			
Address:	12 Marina Boulevard DBS Asia Central, Marina by Financial Centre Tower 3 Singapore 018982			
Attention:	Burnaby Solutions Pte Ltd			

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