

HOTEL BOOKING FORM Marina Bay Sands, Singapore

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 Fmail: alycialow@burnaby-solutions.com or limcheevi@burnaby-solutions.com

SingleDouble / TwinInsurance Inclusive(1 user)Bayfront Station (Marina Sands) Average 5-8 minute w Average 5-8 minute w Inclusive9 an Pacific\$310.00++\$345.00++VVNearest MRT Station (Marina Sands) Average 5-8 minute w InclusiveConrad\$310.00++\$345.00++VVNearest MRT Station (Promo- Promenade0 Book on or by April 19\$280.00++\$320.00++VVNearest MRT Station (Promo- Promenade0 Book on or by May 19\$300.00++\$340.00++VVNearest MRT Station (Promo- Promenade0 Book on or after June 20\$320.00++\$345.00++VVNearest MRT Station (Promo- Promenade0 Book on or by May 19\$300.00++\$345.00++VVNearest MRT Station (Promo- Promenade0 Book on or by May 19\$300.00++\$345.00++VVNearest MRT Station (Promo- Promenade0 Book on or by May 19\$300.00++\$220.00++VVNearest MRT Station (CIC Promo- Promenade0 Book on or after May 20\$215.00++\$220.00++VVNearest MRT Station (IL Promo- Promo- Promo- Promo- Promo- Promo- Promo- Promo- Promo-VVNearest MRT Station (IL Promo- Promo- Promo- Promo- Promo- Promo- Promo- Promo- Promo-VVNearest MRT Station (IL Promo- Promo- Promo- Promo- Promo- Promo- Promo-0 Brok on or by June 19\$158.00++\$168.00++VVNearest MRT Station Promo- Pr	Hotels	ons.com or <u>limcheeyi@burnaby-so</u> Cost Per Room Per Night		Breakfast &	24 hours Internet	Walking distance to nearest Subway Train Station (MRT) to
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Note:

++ denotes 10% service charge and 7% goods and service tax

** Big Hotel's F&B outlet is undergoing renovation, breakfast unavailable from 1st may 2016



THE ACADEMIA, SINGAPORE GENERAL HOSPITAL HOTEL BOOKING FORM

Please fill in the following details and email the hotel booking form to the following address:-

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: <u>alycialow@burnaby-solutions.com</u> or <u>limcheeyi@burnaby-solutions.com</u>

COMPLETE DETAILS I	N FULL						
Name of Guest:		Sharer's Name (if any):					
Organisation:							
Address:							
Tel. No:		Fax No.:	Email:				
ACCOMMODATION :							
Hotel:	(1 st choice)	(2 nd choice)	(3 rd cho	ce)			
Arrival Date:		Flight No:	Arrival Time:				
Departure Date:		Flight No:	Departure Ti	ne:			
Room Type:	Single	Double		ſwin			
PAYMENT & CREDIT CARD DETAILS (note: payment by telegraphic transfer or credit card is subject to 3% admin fee)							
		MasterCard	🗖 Visa				
Card No.:		Expiry Date	(dd-mm-yy) CVV	Code :			
Cardholder's Name:		Signature:	Amount : S	;			

For payment by telegraphic transfer, please quote the following bank account:

Bank Account No: 003-916187-5 Swift Code : DBSSSGSG DBS Bank Ltd 6 Shenton Way DBS Building Singapore 068809 Attention: Burnaby Solutions Pte Ltd



BOOKING TERMS & CONDITIONS

- > Hotel reservations and arrangements are the sole responsibility of 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 or before **June 19, 2016**.
- Rates are inclusive of daily breakfast for 1 or 2 persons daily
- Rates are valid only from July 19 22,2016.

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 <u>June 19, 2016</u> or early departure or no show is subject to FULL CANCELLATION CHARGE based on FULL LENGTH OF STAY / FULL TOUR PRICE as per original room reservation request.

TRAVEL INSURANCE

With a <u>MINIMUM STAY OF 2 NIGHTS PER ROOM</u>, delegate is covered by a <u>WRAP AROUND</u> <u>TRAVEL ACCIDENT INSURANCE COVERAGE</u> arranged by Arthur J Gallagher (Singapore) Private Limited and underwritten by ACE Insurance. The insurance provides a comprehensive coverage during your travel to attend the event. (Please refer to page 3-6 for more information – Features of Benefits)



Burnaby Solutions the appointed official travel agent will provide a **Wrap AROUND TRAVEL ACCIDENT INSURANCE** that has been arranged by **Arthur J Gallagher (Singapore) Private Limited and underwritten by ACE Insurance Limited**. The insurance policy provide a comprehensive coverage for you during your travel to attend an exhibition event that you are attending which will be worry-free as indicated below.

Note:

Insurance coverage is only extended to delegates that booked for "A Minimum of 2 Nights Stay only" for single room or twin/double occupancy For 3rd person's in the room, cost of breakfast and additional insurance coverage charges will be charged as per indicated if required and indicated by participants. For full detail of Wrap Around Accident Travel Insurance Coverage, please read the content provided below (*Page 3 to 6 or click here to view on line*)

What Type of Insurance Is This?

This is an accident policy taken up by Burnaby Solutions Pte Ltd on behalf of client's participants, exhibitors and guests for an event/conference for their respective rights and interests

What Does It Pay For?

The policy pays Compensation for Accidental Death or Permanent Total Disablement as a result of an accident and Medical Expenses as a result of illness or accident but extended to include the following benefits:

BENEFIT	INSURED SUM
Death or Disablement*	S\$500,000
Double Public Transport Cover*	S\$1,000,000
Medical Expenses*	S\$25,000
Emergency Medical Evacuation	Unlimited
Repatriation	Unlimited
Loss of Baggage and Personal Effects	S\$2,000
(max. S\$1,000 per article/set of article	
Including laptops and hand held	
computers; max. S\$500 for	
jewellery/objects of art)	
Baggage Delay (pays S\$100 per 6	S\$500
consecutive hours)	
Flight Delay (pays S\$100 per 6	S\$500
consecutive hours)	
Loss of Travel Documents & Money	S\$500
Flight Misconnection (pays S\$100 per 6	S\$500
consecutive hours)	
Personal Liability	S\$500,000
Trip Curtailment	\$\$2,000



* Local delegates residing in country where event is held – Cover will commence the moment Inured Persons leave their homes for the meeting and until they return home. Only benefits marked with an asterisk (*) will be applicable to this group

Coverage is automatically extended for

- 1. Exposure & Disappearance
- 2. Risks of Strikes, Riots, Civil Commotion, Murder, Assault, Hijacking and Terrorism including nuclear, chemical and biological terrorism
- 3. Unscheduled Flight
- 4. Motorcycling
- 5. Drowning and Suffocation by Fumes
- 6. Bone setter or acupuncturist or physiotherapy up to S\$750 under accidental medical expenses

When Does Coverage Start If I'm An Overseas Visitor to the Event?

Cover will commence the moment you leave your home country including personal deviation before, during &/or immediately after the trip to the country where the event is held until you return to your home country or to a third country whichever occurs first

Key Definitions Of Coverage – What Are They?

- 1. Medical expenses Medical expenses will be reasonable costs incurred due to illness (including communicable diseases) or injury outside of the home country or country of residence (for foreign delegates) for hospital, surgical or other diagnostic treatment prescribed by a qualified medical practitioner
- 2. Emergency Medical Evacuation Pays the cost of transportation, medical services, medical supplies and repatriation incurred as a result of emergency medical evacuation organised by ACE Assistance. Assistance Number: 65-6836-2922
- 3. Repatriation Pays for services provided by ACE Assistance for repatriation of mortal remains.
- 4. Double Public Transport Cover Accidental Death and Disablement occurs whilst riding as a far paying passenger by Public Transport



- 5. Trip curtailment Covers additional travelling and hotel expenses or board incurred or forfeited whilst overseas
- 6. Flight delay Pays S\$100 for each 6 consecutive hour delay
- 7. Loss of baggage Covers loss or damage to the insured person's baggage, clothing and personal effects
- 8. Baggage delay Pays S\$100 for each consecutive 6 hours that baggage is delayed
- 9. Personal liability Covers against legal liability for injury to third parties or damage to their property caused by the insured person's negligence
- 10. Personal money and documents Covers against theft of personal money and documents
- 11. Flight Misconnection Pays S\$100 for each consecutive 6 hours of flight delay

What Is Excluded From Coverage?

Major Exclusions Are:

[1] Illegal, wilful or intentional acts of the Policyholder or the Insured Person while sane or insane, suicide, self-inflicted injury, suicide pacts or agreements or any attempt thereat, provoked homicide or assault

- [2] Declared or undeclared war or any act of war, invasion, foreign enemy, civil war, rebellion, revolution, insurrection, any military or usurped power
- [3] Engaging in speed contest or racing or any professional competition or sports
- [4] Nuclear reaction, radiation or radioactive contamination



Who's Arthur J Gallagher?

Founded by Arthur Gallagher in Chicago in 1927, Arthur J. Gallagher & Co has grown to become one of the largest insurance brokerage and risk management companies in the world. With significant reach internationally, the group employs over 20,000 people and its global network provides services in more than 140 countries.

Arthur J Gallagher's Singapore Office Contact

Arthur J. Gallagher (Singapore) Pte Ltd 3 Anson Road #09-01 Springleaf Tower Singapore 079909 Tel: +65 6438 1771 Fax: +65 6438 6776 www.ajginternational.com Company/GST Registration Number 201018540R

Outside the US, the company is known as the brand name Arthur J. Gallagher.

Who's The Insurer?

ACE Insurance in Singapore is a member of the ACE Group of Companies, one of the world's largest multiline property and casualty insurers. Headed by ACE Limited, the ACE Group conducts its business on a worldwide basis with a physical presence in 53 countries.