



## HOTEL BOOKING FORM

### Hotels Located Walking Distance to Shanghai New International Expo Centre (SNIEC)

Name of Hotels	Rating	Room Rate Single Room		Room Rate Double/Twin Room		Breakfast & In Room WiFi	Distance To SNIEC
		In CNY	In USD	In CNY	In USD		
<b>Kerry Pudong</b>	5*	2041.00	336.80	2240.00	369.60	√	5 – 10 minute walk
<b>Jumeirah Himalayas</b> - Book by April 30 - Book from April 30 – June 1 - Book from June 1	5*	1574.10 1690.70 1807.30	259.80 279.00 298.20	1749.00 1865.60 1928.20	288.60 307.85 318.20	√	5 – 10 minute walk

### Hotels Located Away From Shanghai New International Expo Centre (SNIEC)

#### With Scheduled Shuttle Transfer Provided During Event Days

Name of Hotels	Rating	Room Rate Single Room		Room Rate Double/Twin Room		Breakfast & In Room WiFi	Roundtrip Shuttle Transfer Provided Between SNIEC & Hotel
		In CNY	In USD	In CNY	In USD		
<b>Crowne Plaza Century Park</b> - Book before May 08 - Book after May 08	5*	1080.00 1180.00	178.20 194.70	1190.00 1288.00	196.35 212.55	√	√
<b>Dorsett Shanghai</b> - Book before May 08 - Book after May 08	4*	1050.00 1070.00	173.25 176.55	1070.00 1098.00	176.55 181.20	√	√
<b>Holiday Inn Shanghai Pudong Nanpu</b> - Book by April 30 - Book from April 30	4*	980.00 1008.00	161.70 166.40	1008.00 1068.00	166.40 176.80	√	√
<b>LDF All Suites</b>	4*	728.00	120.15	728.00	120.15	√	√

### BOOKING TERMS AND CONDITIONS

Hotel reservations and arrangements are the sole responsibility of delegates / exhibitors / visitors

1. Room rates quoted is **NETT INCLUSIVE of 16 % of Taxes and service charge.**
2. Room rates include daily breakfast for 1 or 2 persons and in room WiFi internet access.
3. Room rates include 2 ways scheduled shuttle transfer between Dorsett Shanghai, Crowne Plaza Century Park, Holiday Inn Shanghai Pudong Nanpu & LDF all Suites to SNIEC.
4. Room reservation is confirmed with **ONE NIGHT ROOM PAYMENT** made payable to Burnaby Solutions Pte Ltd and balance on or before **May 08, 2019**
5. Rates are valid for dates June 08 - 16, 2019 which include 3 days before and 3 days after event.
6. All transactions will be made through merchant name "Burnaby Solutions Pte Ltd" and in USD or CNY Exchange rate is subject to fluctuation.

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### CANCELLATION POLICY

- Any cancellation fee of **ONE NIGHT** Room & Tax will be levied for cancellation made **on or after May 08** with exception of Kerry Hotel, **a 2 night charge is levied and balance will be refunded.**

### NO SHOW POLICY

- On day of arrival, should delegate 'no show' or 'short stay' all hotels will levy a **maximum of TWO NIGHTS Room & Tax charge** penalty and balance amount will be refunded.

### REFUND POLICY

- All refunds due if any, must be claimed or settled within 7 working days after the event ends. Please note all refunds are subject to a 4% administrative fee

Please complete hotel booking form and forward to the following address:-

Burnaby Solutions Pte Ltd,  
Contact Person: Chelsea Chee,

Tel: +86 21 180245881, Email: [chelsea@burnaby-solutions.com](mailto:chelsea@burnaby-solutions.com)

COMPLETE DETAILS IN FULL		
Name of Guest:	Sharer's Name (If any):	
Organisation :		
Address:		
Tel No:	Fax No:	Email:
ACCOMMODATON:		
Hotel: _____ (1 <sup>st</sup> Choice) _____ (2 <sup>nd</sup> Choice) _____ (3 <sup>rd</sup> Choice)		
Arrival Date: _____	Flight No: _____	Arrival Time: _____
Departure Date: _____	Flight No: _____	Departure Time: _____
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 4% bank administration fee)</i>		
<input type="checkbox"/> AMEX	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
Card No.:	Expiry Date	(mm-yy)
Cardholder's Name:	Signature:	Amount : US\$/CNY
For payment by telegraphic transfer, please quote the following bank account:		
<b>Payment to US\$ Account</b> Account Name: Burnaby Solutions Pte Ltd Account Number: 0003-013116-01-0(US\$) Swift Code: DBSSSGSG Bank Name: DBS Bank Ltd 12 Marina Boulevard DBS Asia Central Bay Financial Centre Tower 3 (S018982)	<b>Payment to CNY Account</b> Account Name: Burnaby Solutions Beijing Co Ltd Account Number: 338958354974 (CNY) Swift Code: BKCH CN BJ 110 Bank Name: BANKOF CHINA Beijing Central Business District Sub Branch 1/F, No:8 Beisanhuan East Road, Chaoyang District Beijing, China	