



HOTEL 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

HOTELS	Cost Per Room Per Night		Breakfast Rate	Internet Access 1 User	Distance To Four Seasons Hotel
	Single	Double/Twin			
CONFERENCE HOTEL:					
Four Seasons	\$419.00++	\$419.00++	\$46.00++	Inclusive	Conference Hotel
SUPPORTING HOTELS:					
Quincy	\$260.00++	\$290.00++	Inclusive	Inclusive	15-20 minute walk
Orchard Parade	\$200.00++	\$220.00++	Inclusive	Inclusive	10 minute walk
Elizabeth	\$180.00++	\$200.00++	Inclusive	Inclusive	15-20 minute walk
Fort Canning Lodge	\$135.00++	\$145.00++	Inclusive	Inclusive	Dhoby Ghaut <> Orchard Station

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

BOOKING TERMS & CONDITIONS

- > Hotel reservations and arrangements are the sole responsibility of delegates.
- > Room reservations are confirmed with **FULL room deposit** make payable to: **Burnaby Solutions Pte Ltd.**
- > Rates are valid only from **April 5 - 8, 2017.**

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 **March 03, 2017** 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.

COMPLETE DETAILS IN 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 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 (note: payment by telegraphic transfer or credit card is subject to 3% admin fee)					
<input type="checkbox"/> AMEX		<input type="checkbox"/> MasterCard		<input type="checkbox"/> 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