

The 20th Guzhen Lighting Fair



October 22-26, 2017

Guzhen Convention and Exhibition Center
Guzhen, China

Hotel Reservation

HOTEL BOOKING FORM

Hotels	Rating	Room Rate (Single Room)		Room Rate (Twin Room)		Breakfast & Wifi Included	Distance to GECC	Travel Time To GECC
		IN RMB	IN US\$	IN RMB	IN US\$			
OFFICIAL HOTEL (LOCATED DIAGONALLY OPPOSITE GECC)								
Langda	4 star					(Local Breakfast)		
<u>Book before 20/9/2017</u>		568.00	84.00	568.00	84.00	✓	0.4KM away	05-08 minute walk
<u>Book after 21/09/2017</u>		588.00	86.00	588.00	86.00	✓		
SUPPORTING HOTEL WITH 2 WAYS SHUTTEL COACH TRANSFER (HOTEL – GECC – HOTEL)								
Hilton Garden Inn	4 star							
<u>Book before 20/9/2017</u>						✓	1.5 KM away	Hotel provide 2 way shuttle transfer During events days at GECC Oct 22-26,2017
King Room(Low Floor)		539.00	79.00	592.00	87.00	✓		
King Room (High Floor)		592.00	87.00	645.00	95.00	✓		
<u>Book after 21/09/2017</u>						✓		
King Room(Low Floor)		645.00	95.00	699.00	103.00	✓		
King Room (High Floor)		699.00	103.00	752.00	110.00	✓		
PARTICIPATING HOTEL LOCATED 10 – 15 MINUTE LOCAL TAXI RIDE AWAY FROM GECC								
Orient Hotel	4 star							
<u>Book before 20/9/2017</u>		590.00	86.00	590.00	86.00	✓	2 KM	15 minute local taxi ride
<u>Book after 21/09/2017</u>		599.00	88.00	599.00	88.00	✓		

BOOKING TERMS & CONDITIONS

- Hotel reservations and arrangements are the sole responsibility of delegates / exhibitors / visitors.
- Room rates quoted is **NET INCLUSIVE of 16.6 % government tax and service charge.**
- Room rates include daily breakfast and in room WiFi internet access.
- Room reservation is confirmed with **FULL PAYMENT** make payable to Burnaby Solutions Pte Ltd
- Rates are valid only from October 21 - 27,2017
- All transactions will be make through merchant name, **Burnaby Solutions Pte Ltd and in US\$/RMB.**
- Rates quoted are subject to currency fluctuation.

8. CANCELLATION POLICY

Any cancellation made **on/after September 19 2017** or **early departure** or **no show** is subject to FULL CANCELLATION CHARGE based on FULL LENGTH OF STAY as per original room reservation request.

9. REFUND POLICY

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

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<p>For International Delegates (Outside China Office) 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 / Maisa@burnaby-solutions.com</p>	<p>For Mainland Chinese Delegates Burnaby Solutions Room 318 Beijjngyuan Building No:2 Zuojiazhuang Beili, Chaoyang District Tel: +86 10 5126 1926 Fax +86 10 8460 2480 Email :bj@burnaby.com.cn Contact Person: Amanda</p>
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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 <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	(dd-mm-yy) CVV Code :
Cardholder's Name:	Signature:	Amount : US\$

For payment by telegraphic transfer, please quote the following bank account:	
Name of Bank:	Industrial and Commercial Bank of China Limited, Singapore Branch
Bank Address:	6 Raffles Quay#23-01 Singapore 048580
Bank Account's Name:	Burnaby Solutions Pte Ltd
Bank Account Number:	0103020002000432622
Swift Code:	ICBKSGSG