

**HOTEL BOOKING FORM**

NAME OF HOTELS	Cost Per Room Per Night CNY		Cost Per Room Per Night US\$		Breakfast	In Room WIFI	Distance to CNCC* (*China National Convention Centre)
	Single Room	Double or Twin Room	Single Room	Double or Twin Room			
HOTELS (HOTELS LOCATED WALKING DISTANCE TO CNCC*)							
Intercontinental Beijing Beichen (5*)	1500	1700	228	259	Inclusive	Inclusive	5 - 8 minute walk
Pangu 7 Star (5*)	1600	1700	244	259	Inclusive	Inclusive	10 minute walk
China National Convention Centre Grand (4*)							
- Superior Room	900	900	137	137	Inclusive	Inclusive	5 – 8 minute walk
- Deluxe Room	1100	1100	168	168	Inclusive	Inclusive	
Grand Skylight CATIC (4*)							
- Standard Room	850	960	130	146	Inclusive	Inclusive	15 minute walk
Hui Yuan Hotel VIP Building (3*)	700	800	107	122	Inclusive	Inclusive	15 minute walk
SUPPORTING HOTELS (HOTELS LOCATED 5 TO 20 MINUTE DRIVE BY LOCAL TAXI TO CNCC*)							
Shangri-la Hotel Beijing (5*)							
- Garden Wing (Superior)	1057	1263	161	192	Inclusive	Inclusive	20 minute drive
- Garden Wing (Deluxe)	1163	1270	177	194	Inclusive	Inclusive	
V-Continent Beijing Parkview Wuzhou (5*)	1080	1080	165	165	Inclusive	Inclusive	15 minute drive
Celebrity International Grand Hotel (5*)	900	900	137	137	Inclusive	Inclusive	10 minute drive
Holiday Inn Express Beijing Minzuyuan (3*)	600	650	92	99	Inclusive	Inclusive	10 minute drive
Best Western OL Stadium (3*)	678	764	104	117	Inclusive	Inclusive	10 minute drive
Ya Yun Cun Hotel (3*)	390	390	60	60	Inclusive	Inclusive	5 minute drive

Note:

- Room rates quoted are nett inclusive of service charge and VAT Taxes
- It includes daily breakfast for 1 or 2 persons and in room wifi

BOOKING TERMS & CONDITIONS

- Hotel reservations and arrangements are the sole responsibility of delegates / exhibitors / visitors.
- Room rates quoted is NETT INCLUSIVE of 16 % government tax and service charge
- Room reservation is confirmed with a ONE room night non-refundable deposit make payable to Burnaby Solutions Pte Ltd followed by balance payment on and before March 6,2017
- Rates are valid only from April 11-15,2017
- All transactions will be made through merchant name, Burnaby Solutions Pte Ltd and in RMB/USD



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 6, 2017 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 event closed.

<u>For International Delegate Outside China Office Contact</u>	<u>For Mainland Chinese Delegate</u>
Burnaby Solutions Pte Ltd 7030 Ang Mo Kio Avenue 5 #08-24 Northstar @ AMK Singapore 569880 Tel:+65-68481345 Fax:+65-66848417 Email: limcheeyi@burnaby-solutions.com	Burnaby Solutions Room 318 Beijingyuan Building No:2 Zuoqiazhuang Beili, Chaoyang District Tel: +86-1051261926 Fax +861084602480 Email: bj@burnaby.com.cn

COMPLETE DETAILS IN FULL or submit an online secured booking HERE		
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 4.0% bank administration fee)</i>		
<input type="checkbox"/> AMEX	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
Card No.:	Expiry Date	CVV Code :
	(dd-mm-yy)	
Cardholder's Name:	Signature:	Amount :

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

Bank Account No: 0003-013116-01-0
Swift Code : DBSSSGSG
Bank Name: DBS Bank Ltd
Bank Address: 12 Marina Boulevard, DBS Asia Central, Marina Bay Financial Centre,
Tower 3, Singapore 018982
Attn: Burnaby Solutions Pte Ltd