

**13<sup>TH</sup> ASEAN SENIOR LABOUR OFFICIALS MEETINGS AND RELATED MEETINGS**  
**3 - 8 MAY 2017, SINGAPORE**  
**MEETING VENUE: MARINA MANDARIN SINGAPORE**

### HOTEL BOOKING FORM

Names of Hotels	Cost Per Room Per Night		Travel Directions to Marina Mandarin (By Walking / Taxi)
	Single Room 1 Breakfast + Wifi	Double/Twin Room 2 Breakfast + Wifi	
Hotels with 2 Way Shuttle Service (Hotel / Meeting Venue / Hotel)			
Peninsula.Excelsior (4*)	180.00++	200.00++	10-minute walk
Hotel Boss (3*)	125.00++	135.00++	15-minute taxi ride or Subway: East West<>Downtown (Lavender / Bugis / Promenade)
V Hotel Bencoolen (3*)	135.00++	145.00++	10-minute taxi ride or Subway: Circle Line (Bras Basah / Esplanade / Promenade)
Recommended Hotels (Marina / Bugis / City Centre Area)			
Carlton Hotel (4*)	260.00++	280.00++	15-minute walk or 05-minute taxi ride
Grand Park City Hall (5*)	230.00++	250.00++	10-minute walk
Parkroyal On Beach Road (4*)	230.00++	250.00++	15-minute walk
Hotel Grand Pacific (4*)	170.00++	190.00++	20-minute walk or 08-minute taxi ride
Royal @ Queens (4*)	170.00++	170.00++	20-minute walk or 08-minute taxi ride
Mercure Bugis (4*)	160.00++	170.00++	20-minute walk or 08-minute taxi ride
Recommended Hotels (Orchard Road – trendy shopping street)			
Hotel Chancellor @ Orchard (3*)	168.00++	188.00++	10-minute taxi ride or Circle Line (Dhoby Ghaut / Esplanade)
YWCA Fort Canning Lodge (3*)	125.00++	135.00++	10-minute taxi ride or Circle Line (Dhoby Ghaut / Esplanade)

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

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### BOOKING TERMS & CONDITIONS

- Hotel reservations and arrangements are the sole responsibility of delegates/visitors/exhibitors.
- To secure room , **Full Non-Refundable room deposit** is required.
- Rates are valid only for stay from May 01 - 08, 2017
- Any cancellation or early departure and no show is subject to FULL CANCELLATION CHARGE based on FULL LENGTH OF STAY as per original room reservation request.
- Payment by telegraphic transfer or credit card is subject to a 3% administrative fee

❖ Please email the hotel booking form to the following address:-  
**Email:** [limcheeyi@burnaby-solutions.com](mailto:limcheeyi@burnaby-solutions.com)  
**Burnaby Solutions Pte Ltd – Attention to Ms Lim Chee Yi**  
**7030 Ang Mo Kio Avenue #08-24 Northstar @ AMK Singapore 569880**  
**Tel: +65 6848 1345 Fax: +65 6684 8417 Website: <https://register.burnaby-solutions.com>**

COMPLETE DETAILS IN FULL					
<b>Name of Guest:</b>	<b>Sharer's Name (if any):</b>				
<b>Organisation:</b>					
<b>Address:</b>					
<b>Tel. No:</b>		<b>Fax No.:</b>		<b>Email:</b>	
ACCOMMODATION :					
<b>Hotel:</b> _____ (1 <sup>st</sup> choice) _____ (2 <sup>nd</sup> choice) _____ (3 <sup>rd</sup> choice)					
<b>Arrival Date:</b> _____		<b>Flight No:</b> _____		<b>Arrival Time:</b> _____	
<b>Departure Date:</b> _____		<b>Flight No:</b> _____		<b>Departure Time:</b> _____	
<b>Room Type:</b>	<input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Twin				
PAYMENT & CREDIT CARD DETAILS					
<input type="checkbox"/> Amex		<input type="checkbox"/> MasterCard		<input type="checkbox"/> Visa	
<b>Card No.:</b>		<b>Expiry Date</b>		<b>(dd-mm-yy) CVV Code</b>	
<b>Cardholder's Name:</b>			<b>Cardholder's Signature:</b>		
<b>Amount: S\$</b>					