



Booking Form

Conference Venue – Concorde Hotel

Name of Hotels	Cost Per Room Per Night		Daily Breakfast	Internet Access	Remarks
	Single Room	Twin Room			
SATELLITE HOTELS (hotels located 5 to 15 minutes walk to Conference Venue – Concorde Hotel)					
GRAND CENTRAL HOTEL	170.00++	180.00++	Inclusive	√	5 minutes walk to conference venue
CHANCELLOR HOTEL	160.00++	170.00++	Inclusive	√	8 minutes walk to conference venue
FORT CANNING LODGE	135.00++	145.00++	Inclusive	√	15 minutes walk to conference venue

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

BOOKING TERMS & CONDITIONS

- > Hotel reservations and arrangements are the sole responsibility of delegates/visitors/exhibitors.
- > Room reservation(s) is/are confirmed with **FULL ROOM DEPOSIT PAYMENT**.
- > Rates are valid only for stay from APRIL 25 TO 28, 2017
- > 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 APRIL 15, 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.

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	(mm-yy) CVV Code
Cardholder's Name:	Cardholder's Signature:	
Amount: S\$		

Please fill up hotel booking form and send to the following address:-
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