



PARK AVENUE ROCHESTER - ROOM RESERVATION FORM

NANYANG TECHNOLOGICAL UNIVERSITY
 INFORMATION AND COMMUNICATION TECHNOLOGIES & DEVELOPMENT CONFERENCE 2015
 ICTD CONFERENCE: 15 – 18 MAY 2015

To	:	Shirley Look	Tel	:	+65 6809 7362
Email	:	pagroups@uel.sg	Fax	:	+65 6809 7377

ROOM TYPE	PARK AVENUE ROCHESTER ROOM RATES		
	Single	Double	Triple
Executive Deluxe Room - 41sqm <i>Inclusive of kitchenette, washing machine cum dryer, spacious living room.</i>	<input type="checkbox"/> S\$215	<input type="checkbox"/> S\$235	<input type="checkbox"/> S\$315 With rollaway single bed

All rates quoted are subject to 10% service charge & prevailing government taxes, currently at 7% Goods & Services Tax. Rates are only applicable for the above stated event and are quoted in Singapore dollars. Room types / preferences are subject to availability upon receipt of completed reservation form.

Check-In Date : _____ Flight No. : _____ E.T.A : _____
 Check-Out Date : _____ Flight No. : _____ E.T.D : _____

Please complete a copy of this form for every room reservation.

A. YOUR PARTICULARS

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : _____ Family Name : _____
 Country : _____ Telephone : _____
 Facsimile : _____ Email : _____

Name of guest sharing room

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : _____ Family Name : _____

B. MODE OF GUARANTEE

Credit Card Information : Visa MasterCard American Express
 Credit Card Number : _____
 Expiry Date : _____
 Name on Card : _____ Card Holder's Signature : _____

C. TERMS & CONDITIONS

- Check-in time is 1400 hours and check-out time is 1200hours. For early check-in, a full day room rate will be levied. For late check-out, we will accommodate until 1400hours, subject to room availability.
- All room reservation(s) must be guaranteed by major credit card.
- Please inform us of any changes of your reservation in writing via email or fax.
- Rates are applicable for stay from 13 May to 20 May 2015 (inclusive) only.
- The above special rates will not be applicable for bookings received after 15 May 2015.
- The Hotel reserves the right to quote the next room category should the above room type(s) is/are not available.
- The Hotel will not bear any bank charges incurred for during telegraphic process.

D. CANCELLATION / NO-SHOW POLCY

- In the event of any cancellation and/or no show within 48 hours of the scheduled arrival date. A one (1) night's room charge will be levied.

FOR HOTEL USE ONLY

Confirmed at Confirmation Number : _____ Unable to Confirm
 Acknowledged by : _____ Hotel Stamp : _____

Group ID: NTU150515