



**Information & Communication Technologies & Development (ICTD)**  
**Conference**  
**15 to 18 May 2015**  
**Accommodation Registration Form**

**Hotel:** Bay Hotel Singapore  
**Address:** 50 Telok Blangah Road  
 Singapore 098828  
 Tel: 6818 6666 Fax: 6818 6688  
 Email: [ck@bayhotelsingapore.com](mailto:ck@bayhotelsingapore.com)  
 Web: [www.bayhotelsingapore.com](http://www.bayhotelsingapore.com)

**Participant Information:**

<b>Guest Details</b>	
Title	
First Name	
Last Name	
<b>Guest Details (For Twin Sharing) – if applicable</b>	
Title	
First Name	
Last Name	
Country	
Email	
Tel	
Fax	
<b>Flight &amp; Stay</b>	
Check-in Date (please provide flight details)	
Check-out Date (please provide flight details)	
Room Rate ** (please delete accordingly)	<b>1. Deluxe Queen / Twin @ S\$160++ (Room only – NO breakfast)</b> <b>2. Deluxe Queen @ S\$168++ (Single occupancy) /</b> <b>3. Deluxe Double / Twin @ S\$198++ (double occupancy)</b>
Credit Card Details	

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Please email your completed booking form, ***on or before 15 May 2015***, to [ck@bayhotelsingapore.com](mailto:ck@bayhotelsingapore.com)

Card Holder name	
Credit Card Expiry	

Value Adds included in the room rate:

- Daily breakfast for either single or twin occupancy (**Not for Room only**)
- Unlimited WIFI Access
- Minibar refreshments (replenished once daily)
- Complimentary Local Calls

Terms & Conditions:

- Rates are valid for stay period of the month of May 2015 only
- All rates are subjected to 10% service charge and 7% GST
- All rates are on a per room per night basis
- Bookings will require a valid credit card for guarantee purpose. Alternatively, hotel will also accept cash deposit via wire transfer
- Please note that hotel check-in time is 1400hrs and check out time is 1200hrs.
- A full day charge will apply if you require the hotel to pre-block one day in advance in order to guaranteed early check-in
- For late check out after 12pm but before 6pm, half day room rates will be imposing. After 6pm, full day rates will be imposing.
- 1 night room charge will be applied for cancellation received 72 hours prior arrival
- 100% penalty charges, equivalent to the entire duration of stay will be applied for any cancellation received 72 hours before arrival date. The same will be applied for any No Show on day of arrival
- All bookings must reach hotel on or before **15 May 2015**; otherwise room subject to availability

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