

BOOKING FORM

JOINT TECHNICAL SYMPOSIUM

7 – 9 March 2016

To: Jariah, Group Co-ordinator @ jariah@fareast.com.sg Cc: fatimahabdullah@fareast.com.sg

A. HOTEL OPTIONS

Hotel	Address
Rendezvous Hotel Singapore	9 Bras Basah Road Singapore 189559

B. ROOM RESERVATION

Room rate per night	Room Type
S\$220++ per room per night – Single S\$245++ per room per night – Twin/ Double	<input type="checkbox"/> Deluxe Single <input type="checkbox"/> Deluxe Twin/Double
Deluxe Room Inclusions:- Daily international Buffet Breakfast at Straits Café & Unlimited broadband in room	

All rates quoted are subject to 10% service charge, prevailing government taxes, valid for this event only and in Singapore dollars. Room types are subject to availability upon reservation.

Arrival date : _____ Flight No. : _____ E.T.A.: _____

Departure : _____ Flight No. : _____ E.T.D.: _____

C. YOUR PARTICULARS

Given Name: _____ Family Name: _____

Organization: _____

Address: _____

City/Zip/Postal Code: _____ Country: _____

Telephone: _____ Fax: _____ E-Mail: _____

Name of guest sharing room with (if applicable)

(Prof, Dr, Mr, Miss, Mrs, Ms)

(Given Name): _____ *Family Name :* _____

D. PAYMENT METHOD (Please tick one):

Visa Card
 MasterCard Card
 American Express

Visa / MasterCard / Amex No : _____
 Expiry Date: _____

Name on Card: _____
 Signature: _____

IMPORTANT INFORMATION

***Hotel is 03 minutes' walk to the National Museum. Located in the Arts & Heritage district, the hotel has been beautifully transformed into an 'Arts Inspired Hotel' with business class facilities.**

- 1) All room charges and incidental charges will be borne by individual guest and has to be settled upon check out either by cash or credit card, unless stated otherwise.
- 2) The credit card details given will be used as a mode of guarantee for the booking.
- 3) Booking form to be completed and send to the group co-ordinator by **06 February 2016**. Any request after which is subject to room availability and rates.
- 4) The guest will be billed the entire length of stay if cancellation or amendment is made within 03 days before the arrival date or if there is a no-show.
- 5) Check-in time is 1400 hours and check-out time is 1200 hours. For early check-in, a full day room rate will be levied. For late check-out, we will accommodate until 2 pm, subject to room availability.
- 6) Please inform us of any changes of your reservation in writing via email.