



PARK AVENUE ROCHESTER - ROOM RESERVATION FORM

Sing-a-Pore Camp 2018

18 – 22 September 2018

Biopolis

Please send completed form to group Coordinator via email at pagroups@uel.sg Tel: +65 6809 7363 FAX: +65 68097311

Room rates per night inclusive of unlimited wifi access and local calls		
	Room rates per night inclusive of daily breakfast	
	SINGLE OCCUPANCY	DOUBLE OCCUPANCY
Superior Room (20sqm)	<input type="checkbox"/> S\$215	<input type="checkbox"/> S\$240
Deluxe Room (22sqm)	<input type="checkbox"/> S\$225	<input type="checkbox"/> S\$250

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.

Arrival Date : _____ Flight No. : _____ E.T.A : _____
Departure 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 guests sharing room

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

Given Name : _____ Family Name : _____
Given Name : _____ Family Name : _____
Given Name : _____ Family Name : _____

B. COMPLIMENTARY TRANSFER TO CONFERENCE VENUE (transfer schedule will be provided upon check-in)

No of guest : _____

C. MODE OF GUARANTEE

Credit Card Information : ☐ Visa ☐ Mastercard ☐ American Express

Credit Card Number : _____

Expiry Date : _____

Name on Card : _____ Card Holder's Signature : _____

D. TERMS & CONDITIONS

- Check-in time is 1400 hours and check-out time is 1200hours.
For early check arrival between midnight and 1400hrs (Singapore time), reservation should be made a day prior with a one night room charge.
For late check-out, before 1800hrs half night room charge; after 1800hrs one night room charge applied
- 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 17 – 23 September 2018
- The Hotel reserves the right to quote the next room category should the above room type are not available.

E. CANCELLATION / NO-SHOW POLICY

- In the event of any cancellation within 48 hours of the scheduled arrival date, a one (1) night's room charge will be levied.
- Any no-show on the day of arrival, charges for the full duration of stay will be levied

FOR HOTEL USE ONLY

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

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