**HOTEL RESERVATION FORM**

**IEEE International Conference on Digital Signal Processing (DSP 2015)**

**20 – 25 July 2015**

**To:** Call Centre MICE Reservations Address: 8 Sentosa Gateway, Singapore 098269 Website: [www.rwsentosa.com](http://www.rwsentosa.com)

Email: [callcentre.mice@rwsentosa.com](mailto:callcentre.mice@rwsentosa.com) Tel: +65 65778899 Fax: +65 65778895

**A: Guest Information**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Salutation: | Prof / Dr / Mr / Mrs / Ms | | Nationality: | |  | |
| Family / Last Name: | Given / First Name: | |  | |
| Tel: |  | | Fax: | |  | |
| Email address: |  | | | | | |
| Accompanying Person’s name (if any): | | | | | | |
| Arrival Date: | |  | | Flight Number/ Arrival Time:  \*official check-in time is after 1500 hrs | |  |
| Departure Date: | |  | | Flight Number/ Departure Time:  \*official check-out time is prior 1200 hrs | |  |

\*If you are arriving between midnight and the official check-in time, please make the reservation one day prior to the date of arrival.

**B: Room Type & Rate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please select choice of hotel** | **Room Rates** | **Additional Daily Breakfast at**  **S$18.00++ per Adult** | **Additional Daily Breakfast at**  **S$10.00++ per Child** | **Room Preferences**  (Subject to availability) | |
| **Superior Room**  **Genting Hotel Jurong** | **S$185.00++** per room per night (Room inclusive of 1 breakfast & 1 internet) | Y Yes (1 person)  Yes (2 persons) | Y Yes (1 person)  Yes (2 persons) | Smoking  Non-smoking | King  Twin |

\*All rates quoted are in Singapore Dollars and are subject to 10% service charge (“Service Charge”) and prevailing goods & services (“GST”).

\*Additional internet usage is at S$20.00nett per device log-in (24 hours usage)

\*All late check-outs are subject to availability and the applicable room rates. Late check-out after 12:00pm and before 6pm will be charged at 50% of the applicable room rate for one (1) night. Check-out after 6:00pm will be charged at 100% of the applicable room rate for one (1) night.

**C: Room Guarantee**

|  |  |  |  |
| --- | --- | --- | --- |
| Please guarantee to my credit card: **VISA** / **MASTER**  / **AMEX** | | | |
| Credit Card Number |  | | |
| Card holders name |  | | |
| Expiry Date | [**MM**] [**YYYY**] | Signature |  |

**Terms & Conditions**

* The “Event rate” is valid for stay period from 20 – 25 July 2015 only. All reservations are subject to rooms’ availability at the time of the reservation.
* The “Event rate” is only valid for bookings made before 31 May 2015.
* In the event that the above mentioned “Event rate” is not available at the time of the reservation, best available rate will be quoted.
* In the event that the reservation date fall on “Black out date”, best available rate will be quoted
* A credit card number is required to confirm and guarantee the reservation.