



PARK AVENUE ROCHESTER - ROOM RESERVATION FORM

NTU - IEEE Intl. Conf. on Visual Communications and Image Processing (VCIP 2015)
12 – 17 December 2015

Please return directly to our Sales Admin Executive Tel: +65 6809 7363 Email: pagroups@uel.sg

A. ROOM RESERVATION

Room rates per night inclusive of daily breakfast, unlimited wifi access and local calls			
Run-of-house Rooms (19-21sqm) Executive Deluxe Room (41sqm) Inclusive of kitchenette, living room and washing machine cum dryer.	SINGLE OCCUPANCY		DOUBLE OCCUPANCY
	<input type="checkbox"/> S\$205		<input type="checkbox"/> S\$235
Two Bedroom Suite (63sqm) Master Bedroom – King Bed. Guest Bedroom – 2 Single Beds. Inclusive of kitchenette, living room and washing machine cum dryer.	<input type="checkbox"/> S\$235		<input type="checkbox"/> S\$255
	DOUBLE OCCUPANCY		TRIPLE OCCUPANCY
	<input type="checkbox"/> S\$365		<input type="checkbox"/> S\$385

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.

B. 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 : _____

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-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 7 December 2015 to 22 December 2015 (inclusive) only.
- The above special rates will not be applicable for bookings received after 12 December 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.

E. CANCELLATION / NO-SHOW POLICY

- 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: NTU121215NG