CLIENT

###### **Please complete the form and send back to Island Shangri-La Hotel, Hong Kong at:**

###### [**groupreservation\_events\_isl@shangri-la.com**](mailto:groupreservation_events_isl@shangri-la.com)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Dr  Mr  Ms | |  |  | |  | |  |  |
| First Name | Shibin | | | Family Name | | Xie | |  |
| Company | Voya Investment Management | | | Title | | Analyst | |  |
| Mobile | 1-510-846-9779 | | | Email | | shibin.xie@voya.com | |  |
| Country | U.S.A | | | City | | San Francisco | |  |
|  | | | | | | | | |

Arrival and Departure

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Check-in date | June 11 2023 | Flight number | 0877 | ETA | 7:30am |  |
| Check-out date | June 14 2023 | Flight number |  | ETD | 7:30am |  |
|  | | | | | | |

Room Reservation

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| --- |
| Room Preference 🗹 Non-Smoking  Room only Room inclusive daily breakfast  Single / Double Single Double  Deluxe Peak View Room  HKD 2,600  HKD 2,870  HKD 3,140  Deluxe Harbour View Room  HKD 2,980  HKD 3,250  HKD 3,520  Premier Harbour View Room  HKD 3,200  HKD 3,470  HKD 3,740  Grand Premier Peak View Room  HKD 4,200  HKD 4,470  HKD 4,740  Grand Premier Harbour View Room  HKD 4,600  HKD 4,870  HKD 5,140 |

The above room rates are subject to 10% service charge, and inclusive of complimentary local calls, in-room wired internet and Wi-Fi.

Room assignment will be based on first come first served basis. Room with breakfast will be served at Café TOO.

Airport Transfer

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| Transfer Required  Arrival Transfer  Departure Transfer  Mercedes-Benz S class @HKD 1,200nett per car per way |

Each car can transfer maximum 3 persons. Airport transfer can only be confirmed with flight details.   
The full cost of the transfer will be charged for any cancellations within 24hrs or in the event of a no show.

Passport Info

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Passport No | 663847423 | VISA No |  |  |
| Date of Issue & Validity | 2/25/2021 to 2/24/2031 | Place of Issue | San Francisco, CA, USA |  |
|  | | | | |

Credit Card Info

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Cardholder Name | Shibin Xie | | |  |
| Credit Card No. | 4024511008582868 | Expiry Date | 09/27 |  |
| AMEX  VISA  Master Card  DC | | Authorized Signature | Shibin Xie |  |
|  | | | | |

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| --- |
| Reservations should be made directly with Island Shangri-La Hotel, Hong Kong by returning this form via email to [groupreservation\_events\_isl@shangri-la.com](mailto:groupreservation_events_isl@shangri-la.com) by29 May 2023.Any reservation request after this date will be subject to room availability.   The credit card number will serve to guarantee the room reservation and authorize Island Shangri-La, Hong Kong to charge.  Hotel rooms are available for guest check-in after 2.00PM. Check out time is 12.00 noon. Within 7 days prior to arrival, bookings cancelled and any no-show on the day of arrival, would be charged the full duration of reservation. No booking would be confirmed without credit card details. |

For any questions on room reservations, please contact:

Becky Wong, Senior Events Manager, Island Shangri-La, Hong Kong

Tel: +852-2820 8343 | Email: [groupreservation\_events\_isl@shangri-la.com](mailto:groupreservation_events_isl@shangri-la.com)

Island Shangri-La, Hong Kong – Pacific Place, Supreme Court Road, Central, Hong Kong