



香港百樂酒店
PARK HOTEL
HONG KONG

61-65 Chatham Road South, Tsimshatsui, Kowloon, Hong Kong

HOTEL USE

Confirmation No.: _____

Date: _____

RESERVATION FORM

Please kindly complete this form and return by fax or email on or before 22 October, 2018

THE HONG KONG POLYTECHNIC UNIVERSITY

English Language Centre

The Second International Conference on English across the Curriculum

3-5 December, 2018

(The rate can be valid for 1-6 December, 2018 inclusive)

1) Guest Name :	(First name)	(last Name)	Mr./Ms/Miss/Mrs
2) Guest Name:	(First name)	(last Name)	Mr./Ms/Miss/Mrs
Arrival Date:		Flight:	ETA:
Departure Date		Flight:	ETA:
Tel No:		Fax No.:	Email:
No. of rooms:			
Room Type Reserved / Daily Room Rate:	<input type="checkbox"/> <u>Superior Room</u> <u>HK\$1,300net (1 December) / HK\$1,100net (2-6 December)</u> <input type="checkbox"/> <u>Deluxe Room</u> <u>HK\$1,520net (1 December) / HK\$1,320net (2-6 December)</u> <input type="checkbox"/> With buffet breakfast (\$110net per day per person) All the above rates are per room per night and inclusive of 10% service charge		
Benefits :	- Welcome seasonal fruits upon arrival - Complimentary in-room Wi-Fi access and local calls - Complimentary smartphone service with unlimited free 3G data and local and international calls to 15 countries		
Room Preference	<input type="checkbox"/> Smoking <input type="checkbox"/> Non smoking <input type="checkbox"/> Twin bed <input type="checkbox"/> Double bed (subject to hotel availability and final hotel confirmation)		
I/We agree to guarantee the first night for this reservation by the credit card listed below: Credit Card details: <input type="checkbox"/> American Express <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa Card Holder: _____ Expiry Date: _____ Card No: _____ Signature: _____			
Terms and Conditions <ul style="list-style-type: none"> ▪ All reservations must be guaranteed by one night room rate deposit or a major credit card ▪ All non-guaranteed reservations will be released 30 days prior the scheduled arrival date. Thereafter, rooms are subject to availability. ▪ Once guaranteed, one night room charge will be debited on the given credit card in case of “no show” or amended/cancelled reservation made less than 21 days prior to the guest’s arrival. Should guest with a guaranteed reservation not arrive on the scheduled date of arrival, the room will be released for resale. ▪ Kindly resend this form to us if you do not receive our confirmation within 48 hours. ▪ Payment Method: All guests must settle all payments by cash or credit card upon departure. NO credit facility and credit card 3rd party for payment is allowed. 			
Please fax/e-mail to Mr. Franco Chung at +852 2369 1877 or franco.chung@parkhotelgroup.com Should you have any queries, please do not hesitate to contact by telephone at +852 2731 2173			