

**HKUST – Department of ISOM:
Symposium on Innovations and
Sustainability
21st- 23rd August 2017
(Inclusive 3 nights)
Room Reservation Form
Block code# MA1 & MA2**



Please return by fax: (852) 3983-0502
Attention: **Reservations Department**
Telephone: (852) 3983-0388 (General)
Email: rsvn@cptko.com

Guest Name Mr./Mrs./Ms./Dr./Prof. Family Name _____ First Name _____	Arrival Date (DD/MM/YY) Arrival Flight / ETA _____	Departure Date (DD/MM/YY) Departure Flight/ ETD _____
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Title _____ (Please fill out the flight details for better arrangement.)
Institution _____ Tel _____
Email _____ Fax _____
Address _____

To enjoy our hotel's Express Check-in Program, please complete the following information:

Passport No _____ Nationality _____ Date of Birth _____

Hotel Transportation Service (At HK\$900 ~ HK\$950 net per vehicle per one single trip)

Not Required Airport to Hotel Hotel to Airport Round Trip

*For the above transportation service, please proceed to the Concierge (right hand side of the Front Desk) located at Hotel Lobby (G/F) in Crowne Plaza Hong Kong Kowloon East

Room Requirement (As only limited room block is reserved, bookings are processed on a first-come-first-served basis and subject to confirmation by hotel. All reservations made after **21st July 2017** are subject to availability and the following rates may not be offered)

ROOM RATE (Single / Double Occupancy)
The below rates are valid from **21st-23rd August 2017 (3 nights)**, inclusive of in-room internet access and free local calls
* Room rate is applicable 3 days prior and after the above staying period based on availability.

NO. OF ROOMS REQUIRED	ROOM CATEGORY	
	Crowne Plaza Hong Kong Kowloon East	Holiday Inn Express Hong Kong Kowloon East
<input type="checkbox"/>	Superior Room Rate at HKD\$950+10% service charge per room per night	<input type="checkbox"/> Standard Room Rate at HKD\$650+10% (incl. max. 2 pax buffet breakfast per room per night)
<input type="checkbox"/>	Daily buffet breakfast Rate at HKD\$130+10% service charge per head per day	

Special Request

Bed Type
 King Bed (for Crowne Plaza) Queen Bed (for Holiday Inn Express)
 Twin Bed (subject to hotel's availability)

Other Requirements

Non-Smoking Smoking Connecting Rooms
 Additional Bed (Charge at HK\$400.00 plus 10% service charge)

Reservations Guarantee (Reservation is only confirmed with the completion of the following information.)

Credit Card
Credit Card Type _____ Expiry Date _____
Credit Card No. _____

- Any cancellations or shortening of stay received after **21st July 2017** or "no-show" on the day of arrival, penalty charge of full duration will be debited from your credit card.
(Penalty will automatically apply to the credit card without further notice.)

Print Name _____
Credit Card Holder Signature _____

For Reservation Office Use Only:

Hotel Confirmation Number: _____

Confirmed by: _____

Remarks: