



香港銅鑼灣
HONG KONG CAUSEWAY BAY

Conference on E-Learning and Technology in Hong Kong and Asia 2017
RESERVATIONS FORM

Guest Name: (Given Name) _____ (Surname) _____

Name of Company / University: _____

Contact Person: _____ **Telephone Number:** _____

Email: _____ **Fax Number:** _____

Check-in Date: _____ **Arrival Info:** _____

Check-out Date: _____ **Departure Info:** _____

Number of Room(s): _____ Single () / Double () / Twin () / Non-Smoking ()

Special Rates for Standard / Superior Room:

Standard Room: HK\$ 950.00 plus 10% service charge per room per night

Superior Room: HK\$ 1,200.00 plus 10% service charge per room per night

Rates are inclusive daily set breakfast (single / double occupancy) and free in-room broadband internet.

Sofa Bed :() **Third adult charge is HK\$400+10% service charge per room per day**

Credit Card Information for Guarantee Purpose:

Credit Card Number: _____ **Expiry Date:** _____

Name of Card Holder: _____ Visa()/Master()/AE()

Cardholder's Signature: _____ **Date:** _____

Terms and Conditions:

1. **NO room will be booked** for incompleted reservation form or without credit card's details.
2. Reservation should be made on or before **21 September, 2017**. Room space and room rate will be subject to a first-come-first serve basis.
3. Any booking request received after the reservation deadline will be subject to hotel room availability.
4. Hotel reserves the right to levy for one night room charge as penalty of ****NO SHOW**** or ****CANCELLATION**** / **AMENDMENT** made on or after 22 September, 2017.
5. In case of any disputes, Holiday Inn Express Hong Kong Causeway Bay reserves the right to make final decision.

Kindly confirm by return fax on or before the **reservation deadline on 21 September, 2017**
at fax: (852) 3558 6600 or via email rsvn@expresscw.com

Hotel Confirmation

Confirmed by: _____ Date: _____ Hotel Remarks: _____

33 Sharp Street East, Causeway Bay, Hong Kong / Becky Chan – Sales Manager Tel (852) 3558 6896