



Grand City Hotel

華麗都會酒店

HKU – Department of Civil Engineering
 “The 9th Asia-Pacific Landfill Symposium”
 8 – 12 November 2016 (4 nights)
 HOTEL BOOKING FORM

PERSONAL DETAILS			
1. Last Name (Mr/Mrs/Ms)		First Name	
Arrival Date		Departure Date	
Arrival Flight/Time		Departure Flight/Time	
Contact Number		Email Address	

2. Last Name (Mr/Mrs/Ms)		First Name	
Arrival Date		Departure Date	
Arrival Flight/Time		Departure Flight/Time	
Contact Number		Email Address	

Total number of rooms		Total Number of guests	Adult:	Child:
Special Request (Subject to hotel's availability)				
<input type="checkbox"/> Non Smoking <input type="checkbox"/> Smoking <input type="checkbox"/> Request King Bed <input type="checkbox"/> Request Twin Bed				

ROOM RESERVATION					(Currency: HKD)
	Date	8 Nov	9 Nov	10 Nov	11 Nov
	Room Rate	\$539	\$770	\$770	\$836
Superior Room	Above rates are inclusive of 10% service charge per room per night and on room only basis				
	Above rates are inclusive of WiFi internet access in guest room and lobby areas				
	Buffet breakfast will be charged at HK\$66 net per person per meal on consumption basis				
Note: The above rates are applicable during 8-11 Nov 2016 inclusive (4 nights). Should you require any booking apart from 8-11 Nov (4 nights), please email Ms Gloria Wong with contact details below for quotation					
Within 1 minute walking distance to the MTR Sai Ying Pun Station (Exit B1) and only 1 MTR station away from HKU					

AIRPORT TRANSPORTATION (Between Hotel and Hong Kong Airport)			
Once booking is confirmed, unused portions of airport transportation is non-transferable and non-refundable.			
<input type="checkbox"/> Hotel Limousine (4-seater)	HK\$800 net per car per trip	<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure
<input type="checkbox"/> 6-seater Van (Alphard)	HK\$840 net per car per trip	<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure
HK\$200 surcharge will be applied per car per trip for pick up service between 00:00 and 06:00. Booking must be guaranteed by credit card, full charge will be applied in the event of no show or cancellation notice given less than 24 hours prior to arrival. (Advance reservation is required)			

CREDIT CARD GUARANTEE:			
I will guarantee the above reservations with the following credit card: -			
Credit Card Number		Expiry Date	
Card Holder Name			
Terms & Conditions	<ul style="list-style-type: none"> ● All reservations need to be made on or before 07 Oct 2016, confirmation on first-come-first-serve basis ● All reservations need to be guaranteed at the time of booking. Should you wish to cancel your booking, a notice needs to reach our hotel on or before 01 Nov 2016 or else one night penalty will be applied ● In case of no-show, one night no-show charge will be applied to guest's credit card ● The booking form needs to be stamped by the Hotel with a booking confirmation number in order to be considered as a confirmed booking ● Check-in time at 2:00 pm / Check-out time at 12:00 noon 		
METHOD OF PAYMENT	All charges will be on individual guest own account and to be settled upon departure. Credit card imprint or deposit is required upon check-in		

Please complete and return this form on or before 07 October 2016 to:
 Ms. Gloria Wong – Senior Sales Manager
 Tel: (852) 2192 1292 Fax: (852) 2517 0127 Email: ssm@grandcityhotelhongkong.com

FOR HOTEL USE ONLY			
Confirmation Number			
Handled by		Date	