**ACCOMMODATION REQUEST FORM**

# 2017 ASIAN VACCINE CONFERENCE

# (27 – 29 APRIL 2017)

**Note: Rate is applicable for stays between 27th – 29th April 2017**

**Rooms are subject to availability upon confirmation**

Email form to: [siti.zawani@concorde.net](mailto:siti.zawani@concorde.net) / (T) +65 6739 8365

Note: For urgent matters (after office hours and weekends), please direct email to: reservations.chs.@concorde.net / (T) +65 6739 8303/8304 / 8305

New reservation  Amendment  Cancellation

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| COMPLETE DETAILS IN FULL | | | | | |
|  | **Title:** | Mr / Mrs / Ms/ Dr (please circle the correct one) | | | |
|  | **Given/First name:** |  | | | |
|  | **Family/Last name:** |  | | | |
|  | **Company:** |  | | | |
|  | **Job title:** |  | | | |
|  | **Address:** |  | | | |
|  | **Passport Number:** | | | **Date of Birth:** | |
|  | **Tel. No.:** | | **Fax No.:** | | **Email:** |

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| **FLIGHT DETAILS** | | | | |
|  | **Arrival Date:** | **Flight No:** | **Arrival Time:** |  |
|  | **Departure Date:** | **Flight No:** | **Departure Time:** |  |

**Early Bird Rate (Booking to be received latest by 15 March 2017)**

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| **Room category**  **(SUBJECT TO AVAILABILITY)** | **Rate (Single) inclusive of breakfast & WiFi connectivity for multiple devices**  **(Please tick in the box below)** | **Rate (Twin/Double) inclusive of breakfast & WiFi connectivity for multiple devices**  **(Please tick in the box below)** | **No. of nights** | **Smoking /**  **Non-Smoking**  **subject to availabilty(√)** | |
| **Deluxe with Balcony Room** *(formally known as Executive room)* | S$235.00++ per room per night  (S$276.59 nett per room per night)  USD197.05 per room per night *(Room inclusive of 1 breakfast & WiFi for multiple devices)* | S$255.00++ per room per night  (S$300.13 nett per room per night)  USD213.83 per room per night *(Room inclusive of 2 breakfast & WiFi for multiple device*s) |  |  |  |
| **Deluxe Plus Room** *(newly renovated room)*  cid:image007.jpg@01D2861E.C96C6230 | S$245.00++ per room per night  (S$288.36 nett per room per night)  USD205.47 per room per night  *(Room inclusive of 1 breakfast & WiFi for multiple devices)* | S$265.00++ per room per night  (S$311.90 nett per room per night)  USD222.25 per room per night *(Room inclusive of 2 breakfast & WiFi for multiple devices)* |  |  |  |

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| **Room category**  **(SUBJECT TO AVAILABILITY)** | **Rate (Single) inclusive of breakfast & WiFi connectivity for multiple devices**  **(Please tick in the box below)** | **Rate (Twin/Double) inclusive of breakfast & WiFi connectivity for multiple devices**  **(Please tick in the box below)** | **No. of nights** | **Smoking /**  **Non-Smoking**  **subject to availabilty(√)** | |
| **Deluxe with Balcony Room** *(formally known as Executive room)* | S$255.00++ per room per night  (S$300.13 nett per room per night)  USD213.86 per room per night *(Room inclusive of 1 breakfast & WiFi for multiple devices)* | S$275.00++ per room per night  (S$323.67 nett per room per night)  USD230.63 per room per night *(Room inclusive of 2 breakfast & WiFi for multiple devices)* |  |  |  |
| cid:image007.jpg@01D2861E.C96C6230**Deluxe Plus Room** *(newly renovated room)* | S$265.00++ per room per night  (S$311.90 nett per room per night)  USD222.25 per room per night *(Room inclusive of 1 breakfast & WiFi for multiple devices)* | S$285.00++ per room per night  (S$335.45 nett per room per night)  USD239.02 per room per night *(Room inclusive of 2 breakfast & WiFi for multiple devices)* |  |  |  |

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| **CREDIT CARD GUARANTEE** | | | | | | |
| AMERICAN EXPRESS | | MASTERCARD | | | | VISA |
| CARD NUMBER: |  | | | EXPIRY DATE: |  | |
| CARDHOLDER’S NAME ON CREDIT CARD: | | |  | | | |
| SIGNATURE AS IN CREDIT CARD: | | |  | | | |

**(Booking received after the 15 Mar 2017):**

**SMARTPHONE**

Guests can enjoy our smartphone ‘Handy’ in all guestrooms. Totally free, Handy allows guests to stay connected 24/7 even if they are out of the Hotel.  Benefits of Handy include unlimited local and international calls to selected destinations such as Australia, China, Indonesia, Japan, Korea, Malaysia and more; access to interactive maps; GPS and unlimited 3G access.

**Our hotel check-in hour is at 1400hrs & check-out time is at 1200hrs.**

Rooms booked will need to be guaranteed with a valid credit card. All rates quoted are subject to 10% service charge and prevailing taxes, per room per night. One night room charge will be applicable for any cancellation made less than 7 days prior to arrival date or no-show. All bookings are only confirmed when a reservation confirmation has been advised in writing by the Hotel reservations department. Please assist to ensure that contact details are legible for more efficient handling.

**ROOMING LIST**

A complete rooming list for the confirmed group must be received by the hotel at least 30 days prior to the group's scheduled arrival date which includes the arrival time and flight details.

**CANCELLATION CHARGE**

The Hotel reserves the right to charge the individual guest the full duration for any cancellation of rooms made after the cutoff date of **24th March 2017.**

**Special Request / Remarks:**

***Internal use* - Rsvn Confirmation Number:**