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7th Annual Hong Kong Innovative Users Group Meeting

Hong Kong University of Science & Technology

11 - 12 December 2006

(Room Reservation Form)		
New Reservation Cancellation		Amendment
Arrival Date	:	Reservation Date : Departure Date :
Participant First Name Accompanying Person	:	Last Name : Mr / Miss / Mrs
First Name	:	Last Name : Mr / Miss / Mrs
Room Rates	: Room Type Room Only Room with 1 Buffet Breakfast Room with 2 Buffet Breakfast The rates are inclusive of 10% service c	No. of Rooms Required HK\$ 600.00 nett HK\$ 650.00 nett HK\$ 700.00 nett harge per room per night.
Arrival Flight		Departure Flight :
Special Request	:	
Method of Payment Remarks	 All charges should be settled by guest's own account upon departure. i. Please be advised that the following details are required to guarantee the space blocked. Guarantee by Credit Card On or before 25 November 2006 Flight Schedule On or before 02 December 2006 ii. Reservation(s) not guaranteed will be released at 18:00 hours or 2 hours after the arrival flight schedule. iii. Reservation(s) form must be received on or before 09 November 2006. 	
Guarantee Reservation(s) Credit Card Credit Card Number Expiry Date Signature Remark	: American Express / Diners Club / Visa / : : : : : : Cancellation is made less than 48 hours accommodation as a cancellation ch	prior to the guest's arrival will incur the equivalent to one night's arge. In case of no-show after guaranteed reservation(s), the ght's accommodation as a no-show charge.
Arrival Airport Shuttle Bus Rate Waiting Zone	Yes : HK\$ 70.00 nett. The rate is inclusive of 1	No 10% service charge per person per trip. " counter (A16 and B16) of the Greeting Hall where shuttle bus
Reservation Made By Telephone No.	:	Fax No. :
For Hotel Use Only		
Reservation Confirmed	:,	Date :