CARLTON
HOTEL | SINGAPORE

ACCOMMODATION BOOKING FORM
ACI ECONOMICS AND FINANCE CONFERENCE
05 MARCH 2013 TO 09 MARCH 2013

Please return directly to: CARLTON HOTEL SINGAPORE
76 Bras Basah Road Singapore 189558 Tel: (65) 6338 8333
Contact:
Room Reservation Department Tel: (65) 6349 1293 Email: roomreservations@carltonhotel.sg

A. ROOM RESERVATION

Premier Room or Premier Supreme Room
□S$335.00++ per room per night inclusive of one buffet breakfast and Broadband access
□S$355.00++ per room per night inclusive of two buffet breakfast and Broadband access

All rates quoted are subject to 10% service charge, prevailing 7% goods and services taxes, valid for this event only and in Singapore dollars. Room types are subject to availability upon reservation.

Please complete this form and returned to us by **05 February 2013**. Any form received after this date, the room category and room rate will be subjected to availability.

Kindly read the terms and conditions of the reservation form before submission.

B. YOUR PARTICULARS

Arrival Date : _____ __Flight No.: _____E.T.A. : _____

Departure : _____ _____Flight No.: _____E.T.D. : _____

MANDATORY

Early Arrival : Room Pre-blocked one day before arrival (Subject to one night room charge) □ YES □ NO
(Please take note that all check-in are after 1400hrs unless rooms are pre-blocked)

Name of guest :
(First Name) : _____Family Name :_____
(Prof, Dr, Mr, Miss, Mrs, Ms)
Please complete a copy of this form for each room booking.

Telephone: _____ Telefax: _____ E-Mail: _____

C. PAYMENT

Payment method (Please tick one):
Visa Card □ MasterCard Card □ American Express □

Visa/MasterCard/Amex No._____

Expiry Date: _____

Full Name: _____ Signature: _____

D. IMPORTANT INFORMATION / TERMS & CONDITIONS

1. All room requests are base on first come first serve basis. In the event if there is no available room category as per requested, the booking will be automatically booked under the next available room category under the respective rate.
2. A non-refundable deposit based on one-room night will be charged for every successful confirmation of booking.
3. Individual credit card information must be provided in the form. No reservation will be processed should there be an absence of the credit card details in the reservation form, or a provision of an invalid credit card.
4. No-show or cancellation/ amendment of confirmed reservation made by **05 February 2013**, cancellation charge based on the entire duration of stay will be levied.
5. Check-in time at the hotel is 1400hrs. For early arrival, we would like to recommend reservation to be pre-blocked one-night before the actual arrival date for guaranteed check-in.
6. Check-out time at the hotel is 1200hrs. Late check-out till 1800hrs will be chargeable at 50% of the room rate and a full room night charge will be levied for late check-out after 1800hrs
7. Please inform us of any changes of your reservation in writing via email or fax.
8. All room types will be subject to availability at the time of booking.
9. By signing this form, the booker agrees to the Terms and Conditions stipulated in this form.

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reg no. 197201840D

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