



B P International

龍堡國際

M: Managed by HOPEWELL HOTELS MANAGEMENT LIMITED

Please complete this form in BLOCK letters and return to the following information.

Ann Sum (Account Manager)

Sales & Marketing

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OMEP - Hong Kong
OMEP Asia Pacific Regional Conference 2017
17 - 20 May 2017 (03 nights)
 (Room Reservation Form)

New Reservation	<input type="checkbox"/>	Amendment	<input type="checkbox"/>	Cancellation	<input type="checkbox"/>
Arrival Date	:	Reservation Date	:	_____	
Participant	:	Departure Date	:	_____	
First Name	:	Last Name	:	_____ Mr / Miss / Mrs	
Accompanying Person	:	Last Name	:	_____ Mr / Miss / Mrs	
Room Rates	i. Room Only - Single / Twin			No. of Rooms Required	
	HK\$ 660.00 per room per night (17, 18 May 2017)			_____	
	HK\$ 770.00 per room per night (19 May 2017)			_____	
	ii. Room Only - Triple			No. of Rooms Required	
	<input type="checkbox"/>			_____	
	Room Only - Quadruple			_____	
	<input type="checkbox"/>			_____	
	HK\$ 990.00 per room per night (17, 18 May 2017)			_____	
	HK\$ 1100.00 per room per night (19 May 2017)			_____	
Buffet Breakfast	:	Yes <input type="checkbox"/>		No. of Breakfasts Required	
	HK\$ 70.00 per person per day			_____	
	<i>(The above rates are inclusive of 10% service charge)</i>			_____	
Arrival Flight	:	Departure Flight	:	_____	
Special Request	:	_____			
Method of Payment	:	All charges should be settled by guest's own account upon departure.			
Remarks	:	Reservation(s) Form, Flight Schedule and Credit Card number with Expiry Date must be received on or before 4 May 2017 (Thursday) to guarantee the space blocked.			
Check In Time	:	15:00 hours		Check Out Time	:
					12:00 noon
<u>Privilege(s) and Amenitie(s)</u>					
i. Complimentary Bottled Drinking Water					
ii. Complimentary WiFi Internet Service					
<u>Guarantee Reservation(s)</u>					
Credit Card	:	Visa / Master / American Express / Diners Club / JCB			
Credit Card Number	:	_____			
Expiry Date	:	_____			
Signature	:	_____			
Remark	:	Cancellation made less than 14 days prior to the guest's planned arrival will incur the equivalent of one night's accommodation as a cancellation charge. In case of no-show after guaranteed reservation(s), the hotel reserves the right to impose a charge of whole period of reservation as a no-show charge.			
<u>Arrival Airport Shuttle Bus Service</u>					
	:	Yes <input type="checkbox"/>		No	<input type="checkbox"/>
		No. of person: _____			
Rate	:	HK\$ 120.00 nett. The rate is inclusive of 10% service charge per person per trip.			
Waiting Zone	:	Kindly contact the "Airport Shuttle Bus" counter (B01) of the Greeting Hall where shuttle bus service is provided.			
Reservation Made By	:	_____		Fax No.	:
Telephone No.	:	_____		E-mail	:

<u>For Hotel Use Only</u>					
Reservation Confirmed	:	_____		Date	:

				Reservation No.	:

(Rooms are available on a first-come-first-served basis)

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