

Reservation Form

Please use one form for each reservation and fill in all information

2016 MDRT Experience and Global Conference January 27 – 31, 2016

Guest Name: (Last) _____ (First) _____	Arrival Date: _____	Departure Date: _____
Mr / Mrs. / Ms		
Job Title: _____	Arrival Flight / ETA: _____	Departure Flight / ETD: _____
Company Name: _____	Telephone Number : _____ Facsimile Number : _____ e-mail address : _____	
ROOM TYPE / RATE: Garden View Room (<input type="checkbox"/> Single / <input type="checkbox"/> Double / <input type="checkbox"/> Twin): <input type="checkbox"/> HK\$1,800(Room with in-room internet) <input type="checkbox"/> HK\$1,990 (With 1 international buffet breakfast daily & in-room internet) <input type="checkbox"/> HK\$2,180 (With 2 international buffet breakfasts daily & in-room internet)		Special Request: <input type="checkbox"/> Non-smoking <input type="checkbox"/> Smoking <input type="checkbox"/> Others _____ _____ _____
- The above room rates are subject to 10% service charge and is on per room per night basis. - All charges are on guest own account.		
Airport Transfer <input type="checkbox"/> Arrival; Limousine service at HK\$800.00 per car per trip (Flight No./Time: _____) <input type="checkbox"/> Departure; Limousine service at HK\$800.00 per car per trip (Flight No./Time: _____)		
I / WE AGREE TO GUARANTEE THIS RESERVATION BY THE CREDIT CARD LISTED BELOW: <input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTER <input type="checkbox"/> DINERS <input type="checkbox"/> Others		
Card Number: _____		Expiry Date: _____
* Remarks : Reservation to be confirm by giving a valid credit card information for guarantee		
TERMS AND CONDITIONS: <u>Cancellation/No Show Policy</u> In the event of any cancellation after <u>December 29, 2015</u> or guest not show up on the scheduled arrival date , a "no show"/ late cancellation charge for the entire period of stay will be debited to the above credit card. Please return this form to us on or before <u>December 29, 2015</u> to our Reservations Department at fax number <u>(852)2877 2577</u> or e-mail <u>rhi.hkgvh.reservations@renaissancehotels.com</u> . Reservations will be subject to availability and confirmation will be notified by return fax of this form.		
Hotel Renovation In pursuit of the commitment to maintain an enviable standard of excellence, our hotel may have some enhancement works. We will update you on the progress of our renovation. Should you have any enquiry, please do not hesitate to contact us.		
FOR HOTEL USE ONLY: Block Code: "C3K" Sales : MN		
Confirmation No. _____	Confirmed By: _____	Date: _____
Remarks : _____		