

HOTEL EQUATORIAL HO CHI MINH CITY
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ROOM RESERVATION FORM
EDUCATIONAL FAIR
INSTITUTE OF INTERNATIONAL EDUCATION

NEW RESERVATION AMENDMENT CANCELLATION

GUEST INFORMATION

Name : Mr/Mrs/Ms/Group _____
 Company name : _____
 Tel. No. : _____ Fax No. _____ E-mail: _____
 Arrival Date : _____ Flight/Time _____ Airport Transfer In Yes No
 Departure Date : _____ Flight/Time _____ Airport Transfer Out Yes No
 Airport Transfer rates : USD 15 nett per person per way by shuttle bus. (Minimum 3 pax)
 USD 35 nett per limousine per way (max 2 persons).

Room category	Room rate USD++ Single/Double	No. of Rooms	No. of persons	Room preference (Smoking/Non smoking/ Others)
Deluxe	USD 132++/142++			
Executive Deluxe	USD 142++/152++			

- All above rates are per room per night basis, subject to 5% service charge and 10% Value Added Tax.
 - Rates inclusive of international buffet breakfast & valid 2008 only.
 - Room categories are subject to the availability of the time of reservation.
 - **Please kindly send your booking before September 15, 2008.**

I/We agree to guarantee this reservation by credit card listed below:

AMEX DINERS MASTER VISA

Credit Card No. _____ Expiry date: _____

Terms and Conditions

In the event of any cancellation 7 days prior to arrival date or no-show on the scheduled arrival day, one night room rental will be charged to the specified credit card.
 Confirmation of the room request will be notified by return fax of this reservation form.

RESERVATION DEPARTMENT USE ONLY

Entered by _____ Date / Time _____
 Confirmation No. _____ Credit Approval Yes No
 Checked by _____ Date / Time _____