



CONFIRMATION FORM

To: IIE VIETNAM
 Attn:
 Tel:
 Fax:
 Email:

From: Ms. Van Thi Kieu
Green Plaza Hotel
 Tel: (+84) (0) 511 3 22 33 99
 Fax: (+84) (0) 511 3 22 22 99
 E-mail: info@greenplazahotel.vn
 Date:

WARMEST GREETINGS FROM GREEN PLAZA HOTEL

Dear.....,

Thank you very much for your kind interest in the Green Plaza Hotel and your information provided regarding your accommodation. Please specify your choice and fill in below information for your room reservation at our hotel.

| | | |
|---|---|---|
| Guest Name | | Remark(s) |
| Number of pax | | |
| Arrival | | Check in time is from 14:00 hours |
| Departure | | Check out time is at 12:00 hours (noon time) |
| Room Type | Rack Rates (US \$ NET) | Special Rates offer for IIE Delegates (US \$ NET) |
| Superior River View | 149 | 78 |
| Superior Ocean View | 161 | 84 |
| Deluxe River View | 264 | 139 |
| Deluxe Ocean View | 276 | 145 |
| Chanpa Junior Suite | 345 | 181 |
| Champa suite Ocean | 380 | 199 |
| Presidential Suite | 530 | 278 |
| Room rates including | Welcome drink, Cool face-towel upon arrival, Daily American Buffet Breakfast, Swimming Pool, Sauna, Steam-bath, Jacuzzi, airport pick-up & drop-off | |
| Transportation | Airport transfer is at US\$10.00net/pax/way in a Minibus and US\$30.00net/pax/way in a private caray in a private car. Please advise below details if you require for airport transfer. | |
| Flight details | Pick-up | Drop off |
| Payment | | |
| CREDIT CARD GUARANTEE FORM (Please fill up this form for guarantee of this reservation) | | |
| Type of Credit Card | VISA <input type="checkbox"/> MASTER <input type="checkbox"/> AMEX <input type="checkbox"/> JCB <input type="checkbox"/> DINERS CLUB <input type="checkbox"/> | |
| Credit Card Number | | Expiry Date |
| Card Holder Name | | Badge Code |

Cut off date:Rooms blocked till 01 September 2009 at the latest, please fill the form and return to us before 01 September 2009 to secure space.

CANCELLATION/NO-SHOW/SHORTER STAY:

- One night room rental will be charged in the event of no-show booking or cancellation less than 48 hours phoned to guest arrival and in case of shorter stay due to early departure.
- Cancellation fee will be automatically charged on the account of the credit card number that you used to guarantee your booking.
- Without any signature and credit card details in return at least 7 days prior to arrival date, we will consider that you no longer require the room and will release the booking automatically.

For any further information or assistance, please do not hesitate to contact us directly.

We look forwards to receiving your booking soonest

Best regards,

Please sign and fax back to us within today for the acceptance

Reservations,

Name:

Date: