

THE 36th IMCOS-SYMPOSIUM-HONG KONG 2018

Hong Kong Maritime Museum

October 18-20, 2018

iclub Sheung Wan Hotel Reservation Form

To: iclub Sheung Wan Hotel
Address: 138 Bonham Strand, Sheung Wan Hong Kong
Reservation Contact: Ms. Gigi Tam Tel: (852) 3963 6368 Fax: (852) 3963 6555
E-mail: dos@sheungwan.iclub-hotels.com

Booking Deadline:
September 3, 2018

For Official use only

Personal Particulars

Name as shown on passport (Mr. / Mrs. / Ms.)		Surname	First Name
Mobile Number	Office Number	Fax Number	E-mail
			Country
Company Name and Address			Hotel Confirmation No.
Arrival Date	Arrival Flight No. / Time	Departure Date	Departure Flight No. / Time

Hotel Accommodation * All special request is subject to hotel room availability.

Room Category & Room Rate on per room per night basis	Check In Date	Check Out Date	Total Room Nights	Grand Total (HKD)
iSelect (One Queen Bed): <input type="checkbox"/> HK\$900 (include WIFI internet access) iPlus (Two Single Beds): <input type="checkbox"/> HK\$1,000 (include WIFI internet access) ● Rate is subject to 10% service charge ● Rates are included with the following privileges: <ul style="list-style-type: none">- Complimentary coffee/tea service at iLounge on 24-hour basis- Complimentary use of self-service laundry and drying facilities (one wash & dry per stay)- Complimentary use of fitness equipment in Sweat Zone on 24-hour basis- Complimentary WiFi Internet access up to 4 devices- Complimentary local telephone call				
		Non Smoking Room ONLY *	Share room with (if applicable)	

Credit Card Guarantee (MUST COMPLETE UPON SUBMISSION)

VISA MASTER DINERS

(Please attach copies of **FRONT and BACK sides of the credit card** upon reservation for our further process)

I AGREE TO PROCEED THIS RESERVATION FOR ONE NIGHT NON-REFUNDABLE ACCOMMODATION CHARGE AS GUARANTEE VIA THE CREDIT CARD INFORMATION LISTED BELOW:

Name of cardholder: _____

Valid Till: _____

Credit Card No.: _____

Holder's Signature: _____

Remarks

- **Hotel room rates are subject to 10% service charge and prevailing government tax on per room per night basis.**
- Hotel rates are valid for **October 18 & 19, 2018** applicable for reservations. Rooms are offered on a **first-come-first-served basis**. If hotel room blocked is full, hotel will advise the availability of other room type / rates.
- Room payment is required to settle upon hotel's check in.
- All reservations will only be processed with guarantee by the deadline, otherwise, the application will automatically be cancelled and rooms will be released without prior notice.
- Once the room reservation is confirmed, no cancellation or refund can be made. Should there be any amendment made after **October 4, 2018**, shorten of stay, early departure or no-show on arrival date, FULL PERIOD of room charges will be imposed as penalty charges without prior notice.

Note: October is the peak season in Hong Kong. Rooms are in very high demand. Please reserve your room at your earliest convenience.