

39th IFAWPCA CONVENTION HOTEL RESERVATION FORM

Hotel Reservation Deadline: August 31, 2011 (23:59 GMT+8)

Please complete and email this form to:

ifawpca2011@ctshk.com or

fax +852-3547 6072

no later than **August 31, 2011**

Internal Use Only

REFERENCE #: _____

RECEIVED DATE: _____

REMARK: _____

PERSONAL INFORMATION (Note: One Form per Registrant)

Dr. Mr. Mrs. Ms.

Family Name _____ First Name _____ Middle Name _____

Country _____

Company Name _____

Company Address _____

Tel (_____) _____ Fax (_____) _____

Email _____

HOTEL ACCOMMODATION (Including 10% service charges and breakfast, the exchange rate is HKD7.8 to US\$1)

Hotel Name & Address

Room Type & Price (Price Incl. Daily BBF)

** HOST HOTEL **

Harbour Grand Hong Kong (5*)

23 Oil Street, North Point, Hong Kong (MTR Fortress Hill Station Exit A)
<http://www.harbour-grand.com/>

- Superior Harbour View Single Room HKD 1820
 Superior Harbour View Twin Bed Room HKD 2000
 Superior Harbour View Double Bed Room HKD 2000

City Garden Hong Kong (4*)

9 City Garden Road, North Point, Hong Kong (MTR Fortress Hill Station Exit B)
<http://www.citygarden.com.hk/>

- Deluxe Single Room HKD 1600
 Deluxe Twin Bed Room HKD 1600
 Deluxe Double Bed Room HKD 1600

Newton Hotel Hong Kong (3*)

218 Electric Road, North Point, Hong Kong (MTR Fortress Hill Station Exit A)
<http://www.newtonhk.com/>

- Standard Single Room HKD 1140
 Standard Twin Bed Room HKD 1200
 Standard Double Bed Room HKD 1200

Twin Bed Room and Double Bed Room are subject to hotel availability.

Request:

Non-smoking Room

Smoking Room

Smoking and Non-smoking Rooms are subject to hotel availability.

Check-in Date DD MMM 2011 Check-out Date DD MMM 2011 Total Nights /Night(s)

Amount: HKD _____ X _____ Night(s) X _____ Room(s) = **HKD**

HOTEL CANCELLATION / AMENDMENT AND REFUND POLICY

A written notification is required in case of cancellation / amendment made after booking is confirmed:

- ✧ One night deposit will be forfeited if cancelled after booking is confirmed.
- ✧ HKD300 per transaction as amendment fee to be collected after booking is confirmed.
- ✧ Cancellation made within 30 days upon check-in date, penalty for late cancellation is the length of total reserved nights.
- ✧ Amendment within 30 days upon check-in date, amendment fee applied. Rooms & rates are subject to hotel availability.

HOTEL REMARKS

- ✧ Hotel room rates are prepaid and inclusive of 10% service charge.
- ✧ Hotel rates are valid for November 12-21 2011 on run-of-house basis. Reservation must be made through China Travel Service (H.K.) Limited. Rooms are offered on a first-come-first-served basis.

VISA REQUIREMENTS:

**PLEASE ENSURE YOU HAVE VALID VISA TO COME INTO HONG KONG BEFORE MAKING HOTEL RESERVATION.
INVITATION LETTER WILL NOT BE PROVIDED.**

For visa information, please visit: http://www.immd.gov.hk/ehhtml/hkvisas_4.htm

PAYMENT METHOD (Please choose one payment method)

Telegraph Transfer

Payable to:

Account Name: China Travel Service (H.K.) Limited
Banker's Name: Nanyang Commercial Bank Ltd.
Bank Address: Nanyang Commercial Bank Building,
151 Des Voeux Road, Central,
Hong Kong
Swift Code: NYCBHKHH
HK Dollar Account: 043-472-0-001978-1

Credit Card

Credit Card Type: Visa Master

Name of Cardholder: _____ (Please write in BLOCK letters)

Card Number: _____ - _____ - _____ - _____

Expiry Date (mm/yy): _____ / _____

CVV2 Code: _____ (Last 3 digits located on the back of the credit card)

Signature (of cardholder as it appears on the card): _____ Date: _____

Please provide both BACK & FRONT copies of the above mentioned credit card.

Before you proceed with payment, please make sure:

- ✧ Your card is valid for payment overseas.
- ✧ Your Visa/Master card must be verified by Visa/Master card's issuing bank.
- ✧ The payment will not exceed your credit limit.

REGISTRATION CONFIRMATION

China Travel Service (H.K.) Limited (CTS) will acknowledge delegate within 5 working days upon receipt of registration submission.