

RESERVATION FORM 房间预订单



IBC ASIA

Partnerships in Clinical Trials Asia

RESERVATION 新预定 AMENDMENT 更改预定 CANCELLATION 取消预定 Email: reservation@granmeliashanghai.c

ORIGINAL ARRIVAL DATE 最初抵店日期 _____

ARR 抵店:	FLT NO. 航班号	TIME 时间:	PICK UP IN 接机:
DEP 离店:	FLT NO. 航班号	TIME 时间:	SEND OUT 送机:

ROOM 房型 (城市景观房/ 浦江景观房)	ADULTS 成人人数	CHILD 儿童人数	COMPANY 公司	NO. OF ROOMS 房间数
SUPERIOR CITYVIEW KING 豪华城景大床房				

SALUTATION 称谓	FIRST NAME 名	LAST NAME 姓	VIP 贵宾级别	AMENITIES 免费赠送	TITLE 职位	EXTRA 加床	REMARKS 备注

NON-SMOKING 非吸烟 HIGH FLOOR 高楼层 MAS MEMBER MAS 会员号 OTHER MEMBERSHIP 其他会员号
NO. NO.

Guaranteed By Credit Card no. _____ Expiry date _____

Credit Card Holder Name

Kindly provide credit card details to guarantee the booking. For guarantee reservation, cancellation or amendment must be received on or before _____, 2011 in order to avoid room charge penalty. No-show or late cancellation including amendment of arrival date (i.e. after _____) will be charged one night room rental as penalty.

Transportation Required 接送机服务

AIR-HTL 机场至酒店 HTL-AIR 酒店至机场

Vehicle Type 车型 COMP 免费

RATES 价格 RMB1100+15% per room per night

The room rate include one buffet breakfast and in room internet access

REQUEST BY 申请人: CONTACT 联系人:

COMPANY / TRAVEL AGENT 公司 / 旅行社:

TEL 电话: EXT 分机:

EMAIL 邮件地址: _____ FAX 传真: DATE 日期:

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Approved by 批准人

Department Head 部门主管 _____

General Manager 总经理 _____