

CPhi South East Asia 2020

4-6 March 2020 at IMPACT Exhibition Center Muang Thong Thani

Hotel Booking Form

1. Personal data

GENDER: ☐ Male ☐ Female TITLE: _____

FIRST NAME: _____ LAST NAME: _____

COMPANY/ORGANISATION: _____

ADDRESS: _____

TEL.: _____ MOBILE: _____

FAX: _____ E-MAIL: _____

Name of Spouse/2nd guest in room: (if any): _____

2. Hotel accommodation

Hotel name: Richmond Stylish Convention Hotel
Address: 282 Rattana Thibeth Road, Bangkrasor, Nonthaburi 11000, Thailand
Tel.: +66 (0)2 831 8888 Fax: +66 (0)2 831 8866

Arrival/Check In Date: (DD/MM/YY) _____ **Arrival Flight** _____ **Time** _____

Departure/Check Out Date: (DD/MM/YY) _____ **Departure Flight** _____ **Time** _____

Room Required:

☐ **Deluxe room** @ THB 2,900 net x _____ nights = THB _____

☐ **Grand Deluxe room** @ THB 3,300 net x _____ nights = THB _____

☐ **Junior Suite room** @ THB 3,500 net x _____ nights = THB _____

Remarks: Room rates are net per room per night inclusive of 7% VAT and 10% service charge, buffet breakfast (maximum 2 persons per room), WIFI, and roundtrip transfer hotel – IMPACT Exhibition Center Muang Thong Thani during 4-6 March 2020

3. Airport transfer

The airport – hotel transfer is THB 1,800 net per car per way (maximum 3 guests)

☐ Yes, please arrange one way airport – hotel on _____ (DD/MM) x THB 1,800

☐ Yes, please arrange one way hotel – airport on _____ (DD/MM) x THB 1,800

And charge to the below credit card information

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4. Special Requirements

If you have any special requirements, please check below:

Special dietary requirements, please specify: _____

Limited mobility requirements, please specify: _____

Other(s) _____

5. Reservation / Payment Policy:

- Please make booking at least 30 days before arrival date.
- All reservations must be accompanied by credit card information below to guarantee booking.
- Check in is 14:00 hrs. To guarantee early check in, please book one night before.
- Check out time is 12:00 hrs. (noon)
- Extended use of rooms till 18:00 hrs on day of departure is subject to half day's rate.
- Cancellation made less than 7 days before arrival will be penalty for one night charge (hotel will charge to your credit card provided in this reservation form).
- No-show (any room reservation confirmed/guaranteed and not claimed before midnight of the day of scheduled arrival) will be 100% charge (full length of stay booked) to the credit card.

Credit card holder's name: _____

Credit card type: ☐ AMEX ☐ VISA ☐ MASTER CARD

Credit card no.: _____

Expiry date: _____ (MM/YY)

I hereby authorize Richmond Stylish Convention Hotel to deduct from my credit card stated, as the hotel booking guaranteed to confirm the reservation, any no-show penalty, and airport transfer (if mentioned 'yes' above)

Authorized signature: _____ Date: _____

Please submit this hotel booking form (2 pages) before 2 February 2020

Via fax: +66 (0)2 831 8866, or email: mice@richmondhotel-resort.com