



Shangri-La's
 香格里拉
 台北遠東國際大飯店
Far Eastern Plaza Hotel
 TAIPEI

Asian Pacific Digestive Week, APDW2015
 Dec. 2 - 7, 2015

FAX RESERVATION FORM

New Booking Amendment Cancellation Repeat Guest

PLEASE FAX OR EMAIL RESERVATION FORM DIRECTLY TO HOTEL TO BOOK A ROOM.

To : Alan Ho / Senior Sales Manager	From : _____
E-mail: alan.ho@shangri-la.com	Company: _____
Tel : 886 2 2378 8888 ext 5007	Email: _____
Fax : 886 2 2376 3151	Tel : _____
	Fax : _____

Guest's Information

Mr/Ms	_____	_____	_____
	Last Name	Given Name	
Title	_____	Company Name	_____
Company Address	_____		
Zip/City Code	_____	Country	_____
Golden Circle	_____		
Membership Number	_____		
Passport Number	_____	Nationality	_____
Place & Date of Issue	_____	Date of Birth	_____

Reservation Requirements

Room Type	<input type="checkbox"/> Deluxe Room @NT\$8,700+10%+5% per room per night * The rate is inclusive of one daily buffet breakfast at 6F Café at Far Eastern * Additional NT\$1,300+10%+5% for 2nd occupancy at the same room with daily buffet breakfast <input type="checkbox"/> Deluxe Room+Horizon Club Room Supplement@NT\$11,700+10%+5% per room per night * The rate is inclusive of privilege of access to Horizon Club Lounge		
Arrival	Date _____	Flight Number _____	ETA _____
			Yes <input type="checkbox"/> No <input type="checkbox"/> Airport Transfer
Departure	Date _____	Flight Number _____	ETD _____
			Yes <input type="checkbox"/> No <input type="checkbox"/> Airport Transfer

Guest's Preference (Upon Availability)

Preferred Bed	<input type="checkbox"/> King**	<input type="checkbox"/> Twin	<input type="checkbox"/> No Preference	** Upon availability
Special Dietary	_____			

Credit Card Guaranteed

All reservations must be guaranteed with a valid credit card number, or are otherwise not accepted. Notice of cancellation or postponement must be received no later than 72 hours prior to arrival to avoid a cancellation penalty equivalent to one night's room rate.

Credit Card	_____	_____
	Credit Card Type / Number	Expiry Date
Card Holder's Name	_____	

Remarks:

Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- Airport transfers is available upon request at NT\$2,600 per car per trip (BMW 730Ld).
- Cancellation made within 2 hours on requested hotel's transportation arrangement will be subject to a NT\$1,300net cancellation fee. No Show will be subject to a NT\$2,600net no show fee.
- Check-in time is at 15:00 and check-out time is at 12:00 noon. Check-in require prior to 12:00pm will subject to additional one night room charge. Additional room charge will be applied for late check-out. Please consult with Front Office Receptionist upon check-in on availability. Room occupy until 18:00 will be charge at 50% of the room rate and full rate will be apply for late check-out beyond 18:00.
- Rooms are available on a first-come, first-served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
- All Rates are quoted in NTD.
- This rate is not commissionable to travel agents.
- Above rates are valid for the booking received by Oct 30, 2015
- In accordance to government regulations, smoking is not allowed throughout the hotel beginning Jan. 11, 2009.