

**HKUST - The Eighth POMS-HK  
International Conference  
7<sup>th</sup> & 8<sup>th</sup> January 2017  
Room Reservation Form  
\*\*Block code# LL5 & LL6\*\***



Please return by fax: (852) 3983-0502  
Attention: **Reservations Department**  
Telephone: (852) 3983-0388 (General)  
Email: [rsvn@cptko.com](mailto:rsvn@cptko.com)

<b>Guest Name</b> Mr./Mrs./Ms./Dr./Prof.		<b>Arrival Date</b> (DD/MM/YY)	<b>Departure Date</b> (DD/MM/YY)
Family Name _____		Arrival Flight / ETA	Departure Flight/ ETD
First Name _____		(Please fill out the flight details for better arrangement.)	
Title _____		Tel _____	
Institution _____		Fax _____	
Email _____		Address _____	
Address _____		_____	

**To enjoy our hotel's Express Check-in Program, please complete the following information:**

Passport No \_\_\_\_\_ Nationality \_\_\_\_\_ Date of Birth \_\_\_\_\_

**Hotel Transportation Service** (At HK\$900 ~ HK\$950 net per vehicle per one single trip)

Not Required       Airport to Hotel       Hotel to Airport       Round Trip

\*For the above transportation service, please proceed to the Concierge (right hand side of the Front Desk) located at Hotel Lobby (G/F) in Crowne Plaza Hong Kong Kowloon East

**Room Requirement** (As only limited room block is reserved, bookings are processed on a first-come-first-served basis and subject to confirmation by hotel. All reservations made after **5 December 2016** are subject to availability and the following rates may not be offered)

ROOM RATE (Single / Double Occupancy)

The below rates are valid from **6-9 January 2017**, inclusive of in-room internet access and free local calls

\* Room rate is applicable 3 days prior and after the above staying period based on availability.

NO. OF ROOMS REQUIRED	ROOM CATEGORY	
	Crowne Plaza Hong Kong Kowloon East	Holiday Inn Express Hong Kong Kowloon East
_____	<input type="checkbox"/> <b>Superior Room</b> Rate at <b>HKD\$980+10%</b> service charge per room per night	<input type="checkbox"/> <b>Standard Room</b> Rate at <b>HKD\$690+10%</b> (incl. max. 2 pax buffet breakfast per room per night)
_____	<input type="checkbox"/> <b>Daily buffet breakfast</b> Rate at <b>HKD\$120+10%</b> service charge per head per day	

**Special Request**

Bed Type  
 King Bed (for Crowne Plaza)       Queen Bed (for Holiday Inn Express)  
 Twin Bed (subject to hotel's availability)

**Other Requirements**

Non-Smoking       Smoking       Connecting Rooms  
 Additional Bed (Charge at HK\$400.00 plus 10% service charge)

**Reservations Guarantee (Reservation is only confirmed with the completion of the following information.)**

Credit Card  
Credit Card Type \_\_\_\_\_ Expiry Date \_\_\_\_\_  
Credit Card No. \_\_\_\_\_

- **Any cancellations or shortening of stay received after 5 December 2016 or "no-show" on the day of arrival, penalty charge of full duration will be debited from your credit card.  
(Penalty will automatically apply to the credit card without further notice.)**

Print Name \_\_\_\_\_

Credit Card Holder Signature \_\_\_\_\_

**For Reservation Office Use Only:**

Hotel Confirmation Number:  
\_\_\_\_\_

Confirmed by:

Remarks: