



**Reservation Due Date  
13 April 2018**

**HOTEL RESERVATION FORM**

***Hong Kong Baptist University – Department of Mathematics***

**SIAM Conference on Applied Linear Algebra (SIAM-ALA18) on 4 - 8 May 2018**

Attn: Harbour Plaza Metropolis – Claudia Tsui (Sales Executive)

**Fax: (852) 3160-6988      Tel: (852) 3160-6821      Email: [claudiat@harbour-plaza.com](mailto:claudiat@harbour-plaza.com)**

**Please fill in BLOCK LETTERS:**

Name: Prof/Dr/ Mr/Ms (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_

Prof/Dr/ Mr/Ms (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_

Contact No. : (Tel) \_\_\_\_\_ (Email) \_\_\_\_\_

Number of Rooms: \_\_\_\_\_ **Superior Room on Standard Floor** at HK\$900\* per room per night

Supplement: ( ) Daily buffet breakfast served at The Promenade at HK\$100\* per person per meal

- Privileges:
- Complimentary in-room wifi internet for 2 devices per 24 consecutive hours access
  - Welcome fruit upon arrival
  - Complimentary 2 bottles of distilled water (each 430ml) with daily replenishment
  - In-room coffee and tea making facilities
  - Free use of gym, sauna, outdoor swimming pool and Jacuzzi

***\*The above rates are subject to 10% service charge and prevailing government tax (if any) per room per night.***

Special Request:      Queen Size Bed       Two Single Beds       Non-smoking       Smoking

Arrival Date: \_\_\_\_\_ Flight \_\_\_\_\_ Time \_\_\_\_\_

Departure Date: \_\_\_\_\_ Flight \_\_\_\_\_ Time \_\_\_\_\_

- Airport Transportation Services are available. Please contact us for more details if required.

Booking Guaranteed By: Visa       Master

Name on Credit Card: \_\_\_\_\_ Card No. : \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Date of Application: \_\_\_\_\_ Signature: \_\_\_\_\_

**IMPORTANT NOTES:**

1. In case of any no-show, amendment or cancellation of room reservation made after *13 April 2018*, one night room charge will be debited on your given credit card as penalty directly.
2. In case of any amendment or cancellation of room reservation made less than *7 days* prior to your expected arrival or no-show, 100% expected whole period of room charges will be debited on your given credit card as penalty directly.
2. Payment Method: All guests must settle all payments by cash or credit card upon departure.
3. Rates are **on a first-come-first-served basis**, applicable for **2 days pre and post of this event** and subject to hotel's availability.

**\*\*HOTEL WILL REPLY YOU WITHIN 3 WORKING DAYS\*\***