

HOTEL BOOKING FORM

Event Name: ICIS2011

Event Date: Nov.30.2011-Dec.9.2011



Shanghai International Convention Center

Oriental Riverside Hotel Shanghai

Ø **Hotel Room Reservation**

Please return form to:

Reservation Department

Contact person:

No. 2727, Riverside Avenue Pudong,

Shanghai 200120 P. R. China

Tel: (86) 21 50370000-6151

Fax: (86) 21 50370051

E-Mail :rs@shicc.net

Website: www.shicc.net

Company: _____

Tel: _____

Fax: _____

E-mail: _____

Booking guaranteed by (Visa / Master / _____)

Name of Card Holder _____

Credit Card No. _____

Expiry: _____

Signature: _____

This Form must be completed and returned by every Attendees. Please use one form per person.

Family Name: _____ **First Name:** _____

Room Type: Superior room with garden view:()Single;()Twin --RMB 1200net (Inclusive BBF)

Superior room with Bund view: ()Single ;() Twin --RMB 1400net (Inclusive BBF)

Check in date: _____ Check out date: _____

Arrival Flight No. _____

Special Request: _____

Airport Pick Up: HongQiao Airport () BUICK ----RMB480 One Way

Airport Pick Up: Pudong Airport () BUICK ----RMB600 One Way

Maximum 2 person with limited Baggage per car

Special Request: _____

Remarks:

- The above rates are inclusive 15% service charge.
- Our official check-in time is 02:00 pm on the day of arrival., Our check-out time is 12:00 noon on the day of departure. Should your guests wish to check out after the normal check-out time, they will be subject to 50% discount of the group special rate if check-out time before 06:00 pm, or they will be subject to 100%
- 72 hours notice is required to cancel or amend a guaranteed booking. Otherwise, one night room charge will be imposed as late cancellation penalty.
- In the event of any NO-SHOW, the guest shall be held responsibility for the payment, which is equivalent to full length of stay. A full length of stay charge will be imposed as late cancellation penalty.
- Please complete the reservation form and send to the hotel before **Oct.31st 2011**. After cut-off date, all the reservation will be subject to room availability.
- Bills need to be settled in RMB based on the prevailing exchange rate of hotel on the date of settlement