

**Reservation Form**

Please use one form for each reservation and fill in all information

***CardioRhythm 2015: January 29- February 1, 2015***

Guest Name:        (Last)                      (First)  Mr / Mrs. / Ms	Arrival Date:	Departure Date:
Job Title:	Arrival Flight / ETA:	Departure Flight / ETD:
Company Name:	Telephone Number : Facsimile Number : e-mail address :	
<b>ROOM TYPE / RATE:</b> <b>Garden View Room (Single / Double / Twin Occupancy)</b> <input type="checkbox"/> HK\$1,800.00 room only  <input type="checkbox"/> HK\$1,980.00 (inclusive of one daily buffet breakfast at Cafe Renaissance)  <input type="checkbox"/> HK\$2,160.00 (inclusive of two daily buffet breakfasts at Cafe Renaissance)  The above room rates are <b><u>subject to 10% service charge</u></b> and are on per room per night basis. Rates are only for delegates attending the above conference. Requests for early arrival before <u>January 29, 2015</u> or late departure after <u>February 1, 2015</u> will be subject to space and rate availability upon confirmation.		<b>Special Request:</b> <input type="checkbox"/> Non-smoking <input type="checkbox"/> Smoking <input type="checkbox"/> Others  _____ _____ _____
<b>I / WE AGREE TO GUARANTEE THIS RESERVATION BY THE CREDIT CARD LISTED BELOW:</b>  <input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTER <input type="checkbox"/> DINERS <input type="checkbox"/> Others _____  <b>Card Number:</b> _____ <b>Expiry Date:</b> _____ <b>* Remarks : Reservation to be confirm by giving a valid credit card information for guarantee</b>		
<b>TERMS AND CONDITIONS:</b> <b><u>Cancellation/No Show Policy</u></b> In the event of any cancellation after <b><u>January 8, 2015</u></b> or guest not show up on the scheduled arrival date, entire period of room charge will be debited to the above credit card as late cancellation charge or no-show charge.  Please return this form to us on or before <b><u>January 8, 2015</u></b> to our Reservations Department at fax number <b><u>(852)2877 2339</u></b> or e-mail <b><u>rhi.hkghv.reservations@renaissancehotels.com</u></b> . Reservations will be subject to availability and confirmation will be notified by return fax of this form.		
FOR HOTEL USE ONLY: Block Code: "MRA"                      Sales : MNG Confirmation No.	Confirmed By:	Date:
Remarks :		