

## HOTEL RESERVATION FORM (EVENT RATE)

### National Institute of Education – PME41 Conference 2017

### 17 – 22 July 2017

**To:** Call Centre MICE Reservations  
**Email:** [callcentre.mice@rwsentosa.com](mailto:callcentre.mice@rwsentosa.com)

**Address:** No. 2 Townhall Link (S) 608516  
**Tel:** +65 6577 7980 **Fax:** +65 6577 8895

**Website:** [www.rwsentosa.com](http://www.rwsentosa.com)

**A: Guest Information**

Salutation: Prof / Dr / Mr / Mrs / Ms Nationality: \_\_\_\_\_

Family / Last Name: \_\_\_\_\_ Given / First Name: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email address: \_\_\_\_\_

Accompanying Person's name (if any): \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Flight Number/ Arrival Time: \_\_\_\_\_  
 \*official check-in time is after 1500 hrs

Departure Date: \_\_\_\_\_ Flight Number/ Departure Time: \_\_\_\_\_  
 \*official check-out time is prior 1100 hrs

**B: Room Type & Rate**

Please select choice of hotel	Room Rates	Additional Daily Breakfast at S\$15.00++ per Adult	Room Preferences (Subject to availability)	
Superior Room <b>Genting Hotel, Jurong</b>	<b>S\$175.00++</b> per room per night (Room inclusive of 1 breakfast & 24hours internet access for 2 devices)	<input type="checkbox"/> Yes (for 2 <sup>nd</sup> person)	<input type="checkbox"/> Smoking	<input type="checkbox"/> King
Deluxe Room <b>Genting Hotel, Jurong</b>	<b>S\$210.00++</b> per room per night (Room inclusive of 1 breakfast & 24hours internet access for 2 devices)		<input type="checkbox"/> Non-smoking	<input type="checkbox"/> Twin

\*All rates quoted are in Singapore Dollars and are subject to 10% service charge ("Service Charge") and prevailing goods & services ("GST").

\*Additional person (3<sup>rd</sup> occupant) is charge at **S\$55.00++** per adult per night, only for Deluxe room.

\*Maximum number of guests allowed in a room is 2 adults for Superior room and 3 Adults for Deluxe room

\*The official check-in time is after 3:00pm and the check-out time is prior to 11:00am. Should you wish to occupy the room before 3:00pm, it is recommended that they reserve a room for the prior night.

\*All late check-outs are subject to availability and the applicable room rates. Late check-out after 11:00am and before 6.00pm will be charged at 50% of the applicable room rate for one (1) night. Check-out after 6:00pm will be charged at 100% of the applicable room rate for one (1) night

**C: Room Guarantee**

Please guarantee to my credit card: **VISA / MASTER / AMEX**

Credit Card Number \_\_\_\_\_

Card holders name \_\_\_\_\_

Expiry Date [MM] [YYYY] Signature \_\_\_\_\_

**Terms & Conditions**

- The "Event rate" is valid for stay period from 16 – 23 July 2017 only. All reservations need to be made by **latest Monday, 3 July 2017**, thereafter subject to rooms' availability at the time of the reservation.
- In the event that the above mentioned "Event rate" is not available at the time of the reservation, best available rate will be quoted.
- Cancellation / No Show Policy: All cancellations or changes must be made forty-eight (48) hours prior to the arrival date. Cancellations made less than forty-eight (48) hours prior to arrival date or no shows will be subject to a one (1) night room charges which will be automatically debited to the guest's credit card.
- Amendment Policy: Any amendment must be made forty-eight (48) hours prior to date of arrival.
- A credit card number is required to confirm and guarantee the reservation.