GENTING HOTEL JURONG

An RWS hotel

HOTEL RESERVATION FORM (EVENT RATE)

Information and Knowledge Management Society

26 September – 1 October 2016

To: Call Centre MICE Reservations **Address**: No. 2 Townhall Link (S)608516 **Website**: www.rwsentosa.com

Email: callcentre.mice@rwsentosa.com **Tel**: +65 6577 7980 **Fax**: +65 6577 8895

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 _____

*If you are arriving between midnight and the official check-in time, please make the reservation one day prior to the date of arrival.

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 **Genting Hotel, Jurong**	**S$180.00++** per room per night (Room inclusive of 1 breakfast & 24hours internet access for 2 devices)	☐ Yes (for 2nd person)	☐ Smoking ☐ Non-smoking	☐ King ☐ Queen ☐ Twin

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

*Maximum number of guests allowed in a room is 2 adults for Superior 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 26 September – 1 October 2016 only. All reservations need to be made by **latest Friday, 26 August 2016**, thereafter subject to rooms' availability at the time of the reservation and best available rate apply.
- A credit card number is required to confirm and guarantee the reservation.
- Cancellation / No Show Policy: All cancellations or changes must be made by email (callcentre.mice@rwsentosa.com) 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.