



**ACCOMODATION BOOKING FORM FOR SINGAPORE EXCHANGE
WFE GENERAL ASSEMBLY MEETING 2019
7 TO 11 OCTOBER 2019**

Please return directly to:

Ms Jeralyn Chong

Tel: +65 6311 8156

Email: jeralyn.chong@carltonhotel.sg

A. ROOM RESERVATION

Deluxe Room – 30sqm

- S\$260.00++ per room per night (Inclusive of daily buffet breakfast for one person and Broadband access)
- S\$280.00++ per room per night (Inclusive of daily buffet breakfast for two persons and Broadband access)

Executive Room – 34sqm

- S\$280.00++ per room per night (Inclusive of daily buffet breakfast for one person and Broadband access)
- S\$300.00++ per room per night (Inclusive of daily buffet breakfast for two persons and Broadband access)

Premier Room – 34sqm

- S\$300.00++ per room per night (Inclusive of daily buffet breakfast for one person and Broadband access)
- S\$320.00++ per room per night (Inclusive of daily buffet breakfast for two persons and Broadband access)

All rates quoted are subject to 10% service charge, prevailing 7% goods and services tax, valid for this group only and in Singapore dollars. Room type is subject to availability upon reservation.

Kindly read the terms and conditions of the reservation form before submission.

B. GUEST'S PARTICULARS

Name of Guest: _____

(Prof, Dr, Mr, Miss, Mrs, Ms)

Telephone: _____ Telefax: _____ E-Mail: _____

Arrival Date: _____ Flight No: _____ E.T.A: _____

Departure Date: _____ Flight No: _____ E.T.D: _____

*Early Arrival: Pre-block room one day before arrival (Subject to one night room charge) YES NO

(Please take note that all check-in are after 1400hrs unless rooms are pre-blocked)

C. MODE OF GAURANTEE

- Visa Card
- MasterCard
- American Express

Credit Card No.: _____ Expiry Date: _____

Cardholder Name: _____

D. IMPORTANT INFORMATION / TERMS & CONDITIONS

- All room requests are based on first come first serve basis. In the event if there is no available room category as per requested, we will advise you the next available room category at the prevailing rate.
- Any cancellation or amendment to the reservation must be written to the hotel 48 hours prior to arrival. Otherwise, the respective guest will be billed for 1 night charge for each room blocked.
- Individual credit card information must be provided in the form. No reservation will be processed should there be an absence of the credit card details in the reservation form, or a provision of an invalid credit card.
- Check-in time at the hotel is 1400hrs. For early arrival, we would like to recommend reservation to be pre-blocked one-night before the actual arrival date for guaranteed check-in.
- Check-out time at the hotel is 1200hrs. Late check-out till 1800hrs will be chargeable at 50% of the room rate and a full room night charge will be levied for late check-out after 1800hrs
- By signing this form, the guest agrees to the Terms and Conditions stipulated in this form.

Signature: _____