

# 訂 房 單

RESERVATION FORM

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會議名稱 Conference Title	2020第三十五屆生物醫學聯合學術年會(漢肯事業協辦) Hotel Reservation Form Validity: 2020. Mar.21~Mar.22		
<b>旅客資料 Guest Details</b>			
旅客姓名 Guest Name		住宿日期 Duration	Arrival (mm/dd) : Departure (mm/dd) :
電話 TEL		電子信箱 E-mail	
傳真 FAX			
<b>訂房需求 Accommodation Require</b>			
房型 Room Type	房價 Room Rate	房間數 No. of Rooms	
Superior Double Room 精緻客房(一大床)	NT\$2,600 Nett		
Superior Twin Room 精緻客房(兩小床)	NT\$2,600 Nett		
Deluxe Double Room 豪華客房(一大床)	NT\$2,800 Nett		
Deluxe Twin Room 豪華客房(兩小床)	NT\$2,800 Nett		
Room rate above inclusive 10% service charge, 5% tax and daily 1~2 breakfasts. Complimentary facilities and amenities: free wifi, in room bottled waters.			
<b>接機服務 Airport Transportation (from Taoyuan or Songshan International Airport to hotel)</b>			
<input type="checkbox"/> From Taoyuan NT\$1,600/ one way( NT\$200 additional charge for night flight arrive in 21:30-06:00); can take 2 persons / Arrival Flight No.: _____ Arrival Time: _____			
<input type="checkbox"/> From Songshan NT\$900/ one way( NT\$200 additional charge for night flight arrive in 21:30-06:00); can take 2 persons / Arrival Flight No.: _____ Arrival Time: _____			
<b>信用卡付款資訊 Payment Details</b>			
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> JCB <input type="checkbox"/> Diners Club Card No.: _____ Expiry Date: ____ / ____ (MM/YY) Card Holder Name: _____ Security Code: _____			
Authorized Signature : _____ Date: _____			
<b>備註 Notes</b>			
●取消規則 Cancellation Policy			
住房日當天取消或未到期將會收取100%的一晚房費作為取消費用 Any cancellation notice or no show on arrival date, 100% of one night room charge penalty incurred			
住房日1天前取消將會收取30%的一晚房費作為取消費用 Any cancellation notice given 1 day prior to arrival date, 30% of one night room charge penalty incurred			
住房日3天前取消將會收取15%的一晚房費作為取消費用 Any cancellation notice given less than 3 days prior arrival date, 15% of one night room charge penalty incurred.			
●入住時間：下午3:00 退房時間：中午12:00 Hotel Check in : 3:00 pm ; Check out : 12:00 noon			
●請完整填寫以上表格內容，並於2020年03月01日前以傳真或E-mail方式回傳至宜家商旅，訂房作業人員完成後會寄發一份訂房確認書，若有任何疑問歡迎隨時與我們聯絡，謝謝。Please fill this form out, fax or email back to us to make accommodation reservation. Kindly return it before Mar. 01, 2020 to receive this special accommodation offer. La Maison Hotel Taipei will send a written confirmation upon receiving of this from. We look forward to serving you and please don't hesitate to contact us if you require further assistance.			