



To : Ms. Eunice Tang, Sales & Marketing Department Date:
Fax Number : (852) 2637-3976
Telephone Number : (852) 2132-1326 Email : rrrh.samc@regalhotel.com
From :

**Conference: The Hong Kong University of Science & Technology
Synthetic Biology International Conference (Oct 9 - 13, 2008)**

Your Name(姓名) :
Fax Number (傳真號碼) : Telephone Number (電話號碼) :
E-mail (電郵地址) :

	<u>Surname(姓)</u>	<u>First Name(名)</u>	<u>Confirmation No. (確認號碼)</u>
1) Mr先生 / Mrs女士 / Miss小姐 :	_____	_____	_____
2) Mr先生 / Mrs女士 / Miss小姐 :	_____	_____	_____
3) Mr先生 / Mrs女士 / Miss小姐 :	_____	_____	_____
4) Mr先生 / Mrs女士 / Miss小姐 :	_____	_____	_____

Arrival Date(入住日期) : _____ Flight (航班): _____
Departure Date(退房日期) : _____ Flight (航班) : _____

Transportation(交通): Limousine (豪華轎車) at HK\$600 per trip (每程) () or
Airport Shuttle Bus on fixed schedule(乘坐指定時間之機場穿梭巴士)
at HK\$110 per person per trip (每位每程) () Prior reservation is a MUST (必須預先預訂)

Room Types (房間種類)	No. of Rooms(房間數目)	Room Rate(房間價錢)
Single Room (標準單人房間)		HK\$700 包括一位自助早餐(Inclusive of buffet breakfast for one person)
Twin Room (標準雙人房間)		HK\$770 包括兩位自助早餐(Inclusive of buffet breakfasts for two persons)
Triple Room (三人房間)		HK\$1050 包括三位自助早餐(Inclusive of buffet breakfast for three persons)
Quadruple Room (四人房間)		HK\$1300 包括四位自助早餐(Inclusive of buffet breakfast for four persons)

*** The above special rates are valid for reservation made on or before 26 August, 2008 and subject to room availability.
(必須在2008年8月26日或之前預訂房間才可享受上述優惠價格)**

**The above room rates are subjected to 10% service charegs and prevailing government taxes per room per night.
(上述價格需另加10%服務費及當時適用之政府稅)*

Payment : Guest own account ()
3rd party's account (),
please request us for authorization form and provide both sides credit card copy

Booking Guaranteed By

Name print on Credit Card (信用卡持有人姓名) : _____
Card Type(信用卡種類) : VISA / MASTER / DINERS mm/yy(月/年)_____
Credit Card Number (信用卡號碼) : _____
Expiry Date (有效日期) : _____

Shuttle Bus Service - Bus schedule is subject to change without prior notice. Hotel bears no liability for guests taking this shuttle bus service under all circumstances. Regal Riverside Hotel shall not be held liable for any losses/damages/injuries of guests taking shuttle bus services and your company shall hold Regal Riverside Hotel harmless & shall indemnify/keep indemnifying Regal Riverside Hotel for all losses or expenses so incurred in relation to any claims arising out of the shuttle bus services.

Guarantee / Cancellation - The above booking(s) is/are guaranteed by your credit card once the reservation is confirmed, one night accommodation per confirmed booking will be applied in case the guests do not show up on the scheduled arrival date or any amendment made within 14 days prior to the arrival date.

REGAL RIVERSIDE HOTEL
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