



PARK AVENUE ROCHESTER - ROOM RESERVATION FORM

**Cell Symposium: Human Genomics
(7 November 2015 – 10 November 2015)**

Venue: Biopolis

Please return directly to: Olivia Ong, Sales Admin Executive Tel: +65 6809 7363 Fax: +65 6809 7311

Email: mice@uel.sg

A. ROOM RESERVATION

Room rates per night inclusive of daily breakfast, unlimited wifi access and local calls		
Additional breakfast is chargeable at \$20++ per person per day		
	SINGLE OCCUPANCY	DOUBLE OCCUPANCY
Superior Room	<input type="checkbox"/> S\$190	<input type="checkbox"/> S\$210
Deluxe Room	<input type="checkbox"/> S\$200	<input type="checkbox"/> S\$220
One Bedroom Suite	<input type="checkbox"/> S\$220	<input type="checkbox"/> S\$240

All rates quoted are subject to 10% service charge & prevailing government taxes, currently at 7% Goods & Services Tax. Rates are only applicable for the above stated event and are quoted in Singapore dollars. Room types / preferences are subject to availability upon receipt of completed reservation form.

Check-In Date : _____ **Flight No.** : _____ **E.T.A** : _____
Check-Out Date : _____ **Flight No.** : _____ **E.T.D** : _____

Please complete a copy of this form for every room reservation.

B. YOUR PARTICULARS

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : _____ **Family Name** : _____
Country : _____ **Telephone** : _____
Facsimile : _____ **Email** : _____

Name of guest sharing room

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : _____ **Family Name** : _____

C. MODE OF GUARANTEE

Credit Card Information : Visa MasterCard American Express
Credit Card Number : _____
Expiry Date : _____
Name on Card : _____ **Card Holder's Signature** : _____

D. TERMS & CONDITIONS

- Check-in time is 1400 hours and check-out time is 1200hours. For early check-in, a full day room rate will be levied. For late check-out, we will accommodate until 1400hours, subject to room availability.
- All room reservation(s) must be guaranteed by major credit card.
- Please inform us of any changes of your reservation in writing via email or fax.
- Rates are applicable for stay from 4 November 2014 to 13 November 2014 (inclusive) only.
- The above special rates will not be applicable for bookings received after 30 October 2015.
- The Hotel reserves the right to quote the next room category should the above room type(s) is/are not available.
- The Hotel will not bear any bank charges incurred for during telegraphic process.

E. CANCELLATION / NO-SHOW POLCY

- In the event of any cancellation and/or no show within 7 days of the scheduled arrival date. A one (1) night's room charge will be levied.

FOR HOTEL USE ONLY

Confirmed at Confirmation Number : _____ **Unable to Confirm**
Acknowledged by : _____ **Hotel Stamp** : _____

Group ID: ELS071115NG