

**Nature Conference Group Accommodation on 12 – 15 February 2017
Room Reservation Confirmation Form
(Block Code # THE120217)**

**GRAND COPTHORNE
WATERFRONT HOTEL**

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Group Reservation: Tel:+65 62331122
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COMPLETE DETAILS IN FULL

Title: Mr / Mrs / Ms / Dr (please circle the correct one)

Guest Given/First name: Guest Family/Last name:

Check in: Flight No. / Estimated Time of Arrival:

Check out: Flight No. / Estimate Time of Departure:

No of Rooms: No of Guests:

ROOM CATEGORY

ROOM RATE

Superior Room
(Single)

**** EARLY BIRD PROMOTION****

(valid for booking from 7 October – 30 November 2016)

S\$ 220.00++ per room night (inclusive of 01 Breakfast, Broadband)

Note: Regular group rate at S\$ 240.00 ++ per room night (inclusive of 01 Breakfast, Broadband)

If required, Additional person, Breakfast can be arranged at S\$25.00++ per person Yes No

Request for Smoking or Non Smoking Rooms (subject to rooms' availability) Smoking Non Smoking

Contact Person: Designation:

Company Name

Company Address:

Contact Nos: (O) _____ (F) _____ E-mail: _____

Payment Method :
Personal Account (or)
Company Account

CREDIT CARD GUARANTEE

CARD TYPE: AMEX / MASTER CARD / VISA / DINERS / JCB

Card No: Expiry Date ((mm-yy):

Cardholder's name on credit card: Cardholder's Signature:

Note / Terms & Condition:

- Rates quoted are subjected to 10% service charge & 7% Goods and Services Tax per room night, unless stated as nett.
- All reservations must be guaranteed by credit card for full duration of stay booked. Reservation is guaranteed upon confirmation. If there may be any cancellations from henceforth, a 1-night charge will be levied.
- Where cancellation is made or when there is a No-show, **full length of stay** charge will be levied as cancellation or no show charge.
- The rates quoted are specially meant for this group only. It cannot be used as a future reference to other bookings.
- The rates quoted are subject to increase should the arrival and departure dates change once the agreement has been signed by both parties.
- **Check in time is at 1400hrs and check out time is 1200hrs**

Please note that without receiving the room confirmation from the hotel, the above reservation will not be valid.

OFFICIAL USE ONLY:

<input type="checkbox"/> Reservation is CONFIRMED. Confirmation Number: _____	<input type="checkbox"/> Unable to confirmation reservation.
Attended by: _____	Date: _____