

**Room Reservation Form for Singapore Convention on Mediation
06 Aug 2019 to 09 Aug 2019**

Date : _____ Tel : 65 6739 8074
 To : Ms Gladys Leong – Assistant Director of Sales Mobile : 65 9724 3011
 Email : gladysleong@fareast.com.sg / teanbeesin@fareast.com.sg

Submission Deadline: 31 July 2019

Personal Particulars

Name (Prof / Dr / Mr / Mrs / Ms)			
Organisation			
Designation			
Address			
Telephone		Fax	
Email			
Arrival Date		Flight Detail	
Departure Date		Flight Detail	

Number of Rooms: _____

Room Type: _____

Room Rate: Deluxe Room (Single) @ **S\$160++** per room per night inclusive of breakfast and internet
 Deluxe Room (Twin) @ **S\$180++** per room per night inclusive of breakfast and internet
 Premier Room (Single) @ **S\$170++** per room per night inclusive of executive benefits
 Premier Room (Twin) @ **S\$190++** per room per night inclusive of executive benefits

Remarks / Special Request: _____

Method of Payment : Personal Account
 Credit Card to Guarantee : Amex / Visa / Mastercard / Diners / JCB (**Please select**)

Credit Card Number : _____

Expiry Date : _____ Signature: _____

***Please attach a front and back copy of the credit card together with this booking form**

NOTES

- Rates are subject of 10% service charge and 7% government prevailing tax.
- Hotel amenities inclusive, Coffee / tea making facilities, Personal in room safe and Handy Phone to dial to SIX listed countries complimentary (US, UK, Australia, India, Japan, and Philippines) as well as complimentary Singapore local calls. All calls are unlimited and unlimited 4G data usage.
- Room reservation must be guaranteed by credit card and returned with a signature (as per credit card) by **31 July 2019**. Full payment will be collected from credit card upon confirming reservation.
- Any cancellation made 48hrs prior to arrival will be charged one night rate as cancellation fee. Any no-shows on the day of arrival will be charged one night room rate as no-show charges. No refunds will be made to guest for shortening of stay.

HOTELS:

The Quincy Hotel • Oasia Hotel Singapore • Rendezvous Hotel Singapore
 AMOY • Orchard Parade Hotel • The Elizabeth Hotel • Village Hotel Albert Court
 Village Hotel Bugis • Village Hotel Changi • Village Hotel Katong

RESIDENCES:

Orchard Scotts Residences • Orchard Parksuites • Regency House • Far East Plaza Residences
 Village Residence Clarke Quay • Village Residence Robertson Quay
 Village Residence Hougang • Village Residence West Coast • Sri Tiara Residences (Kuala Lumpur)