



HOTEL RESERVATION FORM HOTEL JEN ORCHARDGATEWAY

Hotel Jen Orchardgateway Singapore
277 Orchard Road #10-01
Singapore 238858
Tel: +65 6708 8888

Room block subject to availability attn to:
reservations.singapore@hoteljen.com
cc: roselyn.yong@shangri-la.com

Singapore Convention on Mediation | Ministry of Law

PARTICULARS	Salutation:		Designation:	
	Family Name:		Given Name:	
	Email:		Contact Number:	

RESERVATION DETAILS	Check-In Date:		Check-Out Date:	
	Arrival Flight/ETA:		Departure Flight/ETD:	
	Room Type	Room Rate Per Room Per Night		Inclusions / Details
	Superior Room	<input type="checkbox"/> Single	SGD 255.00++	Room with 1 Breakfast and WIFI
		<input type="checkbox"/> Twin/Double	SGD 275.00++	Room with 2 Breakfasts and WIFI
Other special requests**:				

*Room rates are subject to 10% service charge and prevailing government taxes at 7%.

Note:

- Check-in time is at 2:00pm and check-out time is 12:00pm
- All reservations must be guaranteed with a credit card, failing which the booking will not be processed.
- For cancellations less than 7 days prior to the arrival / no show, the full length of stay will be charged to the credit card.

To guarantee your reservation, kindly provide your credit card details in the space below:

Name on Credit Card: _____

Card Number: _____

Card Type: Visa Mastercard American Express JCB

Expiry Date: _____ / _____ (mm/yyyy)

All information are kept confidential and used only for purposes as noted above.

FOR HOTEL USE ONLY	
Reservation Confirmed by: _____	Date: _____
Confirmation No. : _____	