



PARK HOTEL ALEXANDRA

HOTEL RESERVATION FORM S.E.A. Focus 2020.

Hotel rooms are available exclusively for guests and their accompanying persons for the **S.E.A Focus 2020** held at Gillman Barracks only. Please fill in the hotel reservation form should you wish to make room reservation and fax or email directly to:

Attention : Jennifer Xue Address : **Park Hotel Alexandra, Singapore**
DID : 65 6828 8826 323 Alexandra Road
Fax : 65 6828 8822 Singapore 159972
Email : jennifer.xue@parkhotelgroup.com Website : www.parkhotelgroup.com

Personal Particulars

Name (Prof. / Dr. / Mr. / Mrs / Ms): _____

Organization: _____

Telephone: _____ Email: _____ (Compulsory)

Accommodation Details

Arrival Date: _____ Flight No.: _____ Arrival Time: _____

Departure Date: _____ Flight No. : _____ Departure Time: _____

Room Rates (per room per night) in Singapore Dollars			
Superior Room	Single/ Twin: S\$165.00++	<input type="checkbox"/> Single	<input type="checkbox"/> Twin (<i>Please select</i>)
Deluxe Room	Single/ Twin: S\$185.00++	<input type="checkbox"/> Single	<input type="checkbox"/> Twin (<i>Please select</i>)
<ul style="list-style-type: none">• Room rate for superior and deluxe is inclusive of internet only.• Breakfast can be included at additional \$10++ per person per day• 01-way transfer will be provided on fixed timing for conference dates should there be more than 08 rooms confirmed This will be informed to the guest upon check in			

Above room rates are subject to 10% service charge and 7% GST / All guestrooms are subject to room and rates availability upon confirmation

Method of Payment : Guests are responsible for settling their own bills directly with the hotel upon Check out

Credit Card to Guarantee : Amex / Visa / Mastercard / JCB (***Please select***)

Credit Card Number : _____ Exp. Date : _____

Signature : _____

No-Show / Cancellation

Any cancellations or amendments must be made before 12pm (local time) 2 days prior to the date of arrival. Otherwise a Cancellation fee/ No-show charge equivalent to the room rate for the first night will be levied. Standard check-in time is after 1400 hours and check-out time is at 1200 hours. Early check-in is subject to availability.