**SongdoBridgeHotel Reservation Form**

2013 APrlGF Seoul

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A. PERSONAL INFOMATION** | | | | | | | | | | | | |
| ***First Name:*** | | | | ***Middle Name:*** | | | | | | ***Last Name:*** | | |
| ***Affiliation:*** | | | | | | | | | | | | |
| ***Position:*** | | | | ***Nationality:*** | | | | | | ***Passport No.:*** | | |
| ***Phone:*** | | | | ***Fax:*** | | | | | | ***Email:*** | | |
| **B. HOTEL RESERVATION** | | | | | | | | | | | | |
| **Hotels** | | **Room Type 1** | | | | **Room Type 2** | | | **Room Rate** | | **Breakfast Rate**  **( 1 person )** | **Distance from the venue** |
| **Songdo Bridge Hotel**  **★★★★** | | **□ Standard** | | | | **Double** | | | KRW 121,000 | | KRW 16,500 | 7 min. by car |
| **□ Standard** | | | | **Twin** | | | KRW 121,000 | |
| **□ Deluxe** | | | | **Double** | | | KRW 143,000 | |
| **□ Deluxe** | | | | **Twin** | | | KRW 154,000 | |
| ***Contact: (Tel. +82.32.210.3000 Fax. +82.32210.3300 Email. info@songdobridgehotel.com)*** | | | | | | | | | | |
| Check-in Date |  | | | | Breakfast | | **□ None**  **□ 1 Person**  **□ 2 Persons** | | **Early Check-in □ Late Check-out □**  *\* You are able to check in after 14:00 and must check out before 12:00 (noon). For early check-in and late check-out, additional charges will be applied.* | | | |
| Check-out Date |  | | | |
| Special Requests |  | | | |
| *\* \* All room rates have been specially discounted for the* 2013 APrlGF Seoul *on Disability.*  *\* All room rates are per room and per night basis and additional individual charges such as telephone call, mini bar etc. shall be paid to the hotel directly upon checkout.*  *\* The above rates include a 10% government tax.* | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **C. PAYMENT FOR DEPOSIT** | | | | | | | | | | | | |
| Credit Card  Information | | | **□ VISA □ MasterCard □ AMEX □ Dynasty □ JCB** | | | | | | | | | |
| **Card Number:** | | | | | | **Expiration Date(MM/YY):** | | | |
| **CVC Number:** (\* In case of AMEX, 4 digit number printed on your card) | | | | | | | | | |
| **Cardholder’s Name:** | | | | | | **Signature:** | | | |
| *\* You must fill out all details on your credit card in order for us to guarantee your reservation.*  *\* The credit card information will be used to guarantee your room reservation only. All hotel charges will be settled when you check out.* | | | | | | | | | | | | |
| **D. CANCELATION POLICY AND NOTE** | | | | | | | | | | | | |
| • An reservation confirmation email will be DIRECTLY sent to you from settled hotel.  • Any requests for change or cancellation must be notified to the Secretariat in writing by e-mail or fax by **Aug 5**.  • No show or late cancellation after **Aug 5** will be charged for 1 night’s room rate. | | | | | | | | | | | | |
| **E. CONTACT** | | | | | | | | | | | | |
| **Songdo Bridge Hotel *Contact: Reservation*** | | | | | | | | ***(Tel. +82.32.210.3000 Fax. +82.32210.3300***  ***Email. info@songdobridgehotel.com)*** | | | | |