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**APNIC 36**

**20-30 August 2013**

**Accommodation Reservation Form**

Please complete this form and send to <apnicxian@sina.cn> by 1st August 2013 to secure your booking, after this date, accommodation is subject to availability.

**Guest Information**

|  |  |
| --- | --- |
| **Guest No.1 Name** | **First Name :** |
| **Last Name :** |
| **Guest No.2 Name** | **First Name :** |
| **Last Name :** |
| **Nationality** |  |
| **Organization** |  |
| **Contact Details** | **Phone:** |
| **Email:** |
| **Check in Date** |  |
| **Check out Date** |  |
| **Number of Rooms** |  |
| **Room Type (Special offer only for APNIC 36)** |  **\_\_\_ CNY 400 per night Deluxe Single**  |
|  **\_\_\_ CNY 400 per night Deluxe Twin** |
| **Please Indicate Room Preference** |  **\_\_\_ Non smoking room** |
|  **\_\_\_ Smoking room** |
| **Special Request** |  |

**Credit Card Guarantee**

|  |  |
| --- | --- |
| **Name on the Card** |  |
| **Card Type** |  |
| **Card Number** |  |
| **Expiry Date** |  |

***Terms and conditions:***

* Check in time is from 12:00pm and check out time is by 12:00pm. For early check in and/or late check out, rooms are subject to availability or additional fee may apply.
* The above rates quoted in inclusive of Government Tax and Service charge
* Complimentary Daily buffet breakfast
* Complimentary 24hours in room Internet access
* Credit card guarantee must accompany your reservation request, your credit card will not be charged for your advance deposit. However card will be charged for late cancellation fees and no-shows, if applicable.
* There are limited guest rooms reserved at this special rate(s) for APNIC delegates. Reservation is on first come first serve basis. In the event of Deluxe Single room is sold out, Deluxe Twin room will replace the Deluxe Single Room reservation at no extra charge.

***Cancellation Policy:***

* Cancel the booking by 15th August no penalty apply
* No-show reservation will be charged full length of stay

**The transportation fees are listed below, please make the cash payment directly to the driver:**

|  |  |
| --- | --- |
|  | **VEHICLE TYPE** |
| Car with4 seats | Buick Business Purpose Vehicle with 7 seats |
| **PRICE (RMB)** | RMB 350 per order | RMB 600 per order |

**If you would like to reserve the airport pick up service, please fill the following form and email to** **apnicxian@sina.cn** **so that service can be arranged.**

|  |  |
| --- | --- |
| **NAME** |  |
| **ARRIVAL DATE** |  |
| **FLIGHT NUMBER** |  |
| **ARRIVAL TIME IN XI’AN** |  |
| **BOOKING HOTEL** |  |
| **VEHICLE TYPE** |  |
| **SPECIAL REQUESTS** |  |

I agreed to the terms & conditions provided by above mentioned company and submit this form as the confirmation of payment.

Thank you.

**(Signature as per credit card)**

 Name:

If you have any doubts or queries, please contact us – apnicxian@sina.cn