

Deadline
20 November 2015

HOTEL RESERVATION FORM
Asia-Pacific Signal and Information Association (APSIPA) 2015
on 16-19 December 2015

The Hong Kong Polytechnic University - Department of Electronic and Information Engineering

Attn: Harbour Plaza Metropolis – Winnie Li (Sales Executive)

Fax: (852) 3160-6988 Tel: (852) 3160-6821 Email: winniel2@harbour-plaza.com

Harbour Plaza Metropolis, 821 guest rooms and suites are designed for guests who expect discreet luxury and modern functionality. Convenient location next to The Hong Kong Polytechnic University, direct access within walking distance. Hotel recreation: gym, sauna, Jacuzzi, outdoor swimming pool and spa & massage services. For dining, the hotel has four outstanding harbour view restaurants and bar serving International, Japanese and Chinese cuisine.

Please fill in BLOCK LETTERS:

Name: Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Contact No. : (Tel) _____ (Fax) _____ (Email) _____

Number of Rooms: _____

Room Rate: **Superior Room on Standard Floor:** () HK\$1,050 nett per room per night

Superior One-bedroom Suite on Standard Floor: () HK\$1,400 nett per room per night

Privileges: In-room Internet access (wired/wifi) for a max. of 2 devices per day

Welcome fruit upon arrival

Complimentary 2 bottles of distilled water (each 430ml) with daily replenishment

In-room coffee and tea making facilities

Free use of gym, sauna, outdoor swimming pool and Jacuzzi

Daily newspaper (English/Japanese/Chinese)

Supplement: () Daily buffet breakfast served at The Promenade – HK\$110 nett per person per meal

***All of the above rates are inclusive of 10% service charge and prevailing government tax (if any) per room per night.**

Special Request: Queen Size Bed Two Single Beds Non-smoking

Arrival Date: _____ Flight _____ Time _____

Departure Date: _____ Flight _____ Time _____

Booking Guaranteed By: Visa Master

Name on Credit Card: _____ Card No. : _____ Expiry Date : _____

Date of Application: _____ Signature : _____

IMPORTANT NOTES:

1. In case of any amendment or cancellation of room reservation made less than *21 days* prior to your expected arrival, one night room charge will be debited on your given credit card as penalty directly.
2. In case of any amendment or cancellation of room reservation made less than *7 days* prior to your expected arrival or no-show, 100% expected whole period of room charges will be debited on your given credit card as penalty directly.
3. Payment Method: All guests must settle all payments by cash or credit card upon departure. NO credit facility and credit card by 3rd party for payment is allowed.
3. Rates are **on a first-come-first-served basis**, applicable on 14 -21 December 2015 and subject to hotel's availability.

****HOTEL WILL REPLY YOU WITHIN 3 WORKING DAYS****