



**PARK AVENUE CHANGI - ROOM RESERVATION FORM**

**EVENT NAME & DATE : 17<sup>th</sup> International Conference on Magnetic Microscopy**  
**Venue : Singapore University of Technology and Design (27<sup>th</sup> August to 31<sup>st</sup> August 2023)**

Please return directly to: Sales Coordinator Tel: +65 6809 7367 Fax: +65 6809 7311 Email: [joyce.law@uel.sg](mailto:joyce.law@uel.sg)

**A. ROOM RESERVATION**

Room rates per night inclusive of <b>Breakfast</b> , unlimited Wi-Fi access and local calls		
	SINGLE OCCUPANCY	DOUBLE OCCUPANCY
Deluxe Room (King Bedded)	<input type="checkbox"/> S\$185	<input type="checkbox"/> S\$215
Executive Deluxe (1 Bedroom Suite)	<input type="checkbox"/> S\$260	<input type="checkbox"/> S\$290

All rates quoted are **subjected** to 10% service charge & prevailing government taxes, currently at 8% Goods & Services Tax. Rates are only applicable for the above stated event and are quoted in Singapore dollars. Room types / preferences are subject to availability upon receipt of completed reservation form.

Check-In Date : \_\_\_\_\_ Flight No. : \_\_\_\_\_ E.T.A : \_  
 Check-Out Date : \_\_\_\_\_ Flight No. : \_\_\_\_\_ E.T.D : \_

Please complete a copy of this form for every room reservation.

**B. YOUR PARTICULARS**

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : \_\_\_\_\_ Family Name : \_\_\_ Country \_\_\_\_\_  
 Telephone : \_\_\_\_\_  
 Facsimile : \_\_\_\_\_ Email : \_\_\_\_\_

Name of guest sharing room

Dr / Mr / Ms / Mdm (Please delete accordingly)

Given Name : \_\_\_\_\_ Family Name : \_

**C. MODE OF GUARANTEE**

Credit Card Information :  Visa  MasterCard  American Express  
 Credit Card Number : \_\_\_\_\_  
 Expiry Date : \_\_\_\_\_  
 Name on Card : \_\_\_\_\_ Card Holder's Signature : \_\_\_\_\_

**D. TERMS & CONDITIONS**

- Check-in time is 1400 hours and check-out time is 1200hours. For early check-in, a full day room rate will be levied. For late check-out, we will accommodate until 1400hours, subject to room availability.
- All room reservations must be guaranteed by major credit card. The cost of one night's accommodation must be guaranteed by credit card at the time of booking.
- Please inform us of any changes of your reservation in writing via email or fax.
- Rates are applicable for stay from 23th August 2022 to 03 September 2023 (inclusive) only.
- The Hotel reserves the right to quote the next room category should the above room type(s) is/are not available.
- The Hotel will not bear any bank charges incurred for during telegraphic process.

**E. CANCELLATION / NO-SHOW POLCY**

- In the event of any cancellation within **72 hours** of the scheduled arrival date or no show, cancellation charge equivalent to the entire duration of stay as booked and confirmed will be levied.

**FOR HOTEL USE ONLY**

Confirmed at Confirmation Number : \_\_\_\_\_  Unable to Confirm  
 Acknowledged by : \_\_\_\_\_ Hotel Stamp : \_\_\_\_\_

Group ID: SUTD260823