**CAAC/ICAO THE ICAO/CAAC SYPOSIUM ONLOW COST CARRIERS**

HOTEL RESERVATION FORM

This offer is subject to availability. Please make your reservation before (**Oct 20, 2013**)

A block of rooms have been reserved for **Oct.13—Oct.20**

* Deluxe Room Single Use: CNY 918

\*the above rates are inclusive of 15% surcharge, one daily buffet breakfast

 Please circle Family Name First Name

 Mr / Mrs / Ms

 Arrival date (dd/mm/yy) Flight number/ETA Departure date (dd/mm/yy) Flight number/ETD

Guaranteed by Credit Card:

Credit Card Type: ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Card Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Valid Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Card Holder:­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \*Hotel provide free shuttle bus service, Please contact with Concierge 8610 64504828

E-mail address: Telephone No: Mobile:

Remarks

\*If the standard rooms are sold out, hotel has the rights to offer the upgraded room type

\*Early check in fee : before2:00 pm additional one day room charge

\*Late check out fee:12:00-6:00 pm additional half day room charge and after 6:00pm additional one day room charge

\*Guaranteed reservation need to cancel less than 24 hours prior on day of arrival,

\*Later cancellation and no show will be charge.

**Please return this form duly signed and fax back to +86 10 64504721 or email to** **selina.zuo@hilton.com** **or contact us at : +86 10 6450 4747 (operation hour: 09:00 – 18:00 from Monday to Friday, Beijing time)**

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 Signature Date