

April 10 - 13, 2009

RESERVATION FORM

New Booking
 Amendment
 Cancellation
 Repeat Guest

To :	Fiona Huang - Sales Coordinator	From :	_____
	Shangri-La's Far Eastern Plaza Hotel, Tainan	Company:	_____
E-mail:	fiona.huang2@shangri-la.com	Email:	_____
Tel :	886 6 7028888 EXT. 6815	Fax :	_____
Fax :	886 6 7027799	Tel :	_____

Guest's Information

Mr/Ms	_____	_____	_____
	Last Name	Given Name	
Title	_____	Company Name	_____
Company Address	_____		
Zip/City Code	_____	Country	_____
Passport Number	_____	Nationality	_____
Place & Date of Issue	_____	Date of Birth	_____

Reservation Requirements

Room Type :	Deluxe Room (50 M ²)		
Room Rate :	<input type="checkbox"/> TD 3,400net (~USD 114, EUR 85) Including One Buffet Breakfast. <input type="checkbox"/> TD 3,900net (~USD 130, EUR 98) Including Two Buffet Breakfast.		
Arrival	_____	_____	_____
	Date	Flight Number	ETA
			Yes <input type="checkbox"/> Item No. <input type="text"/>
Departure	_____	_____	_____
	Date	Flight Number	ETD
			Yes <input type="checkbox"/> Item No. <input type="text"/>
*Transportation Fee	_____		
	1. Tainan Domestic Airport - Hotel (one way / per car : _____) 2. HSR Station- Hotel (one way / per car : _____) 3. Kaohaiung International Airport - Hotel (one way / per car : _____)		

Guest's Preference (Upon Availability)

Preferred Bed	<input type="checkbox"/> King	<input type="checkbox"/> Twin	<input type="checkbox"/> No Preference
Special Dietary	_____		

Credit Card Guarantee

All reservations must be guaranteed by credit card. Reservations without credit card numbers are not accepted. Notice of cancellation must be received no later than 72 hours prior to arrival date to avoid a cancellation penalty equivalent to one room night's charge.	
Credit Card	_____
	Credit Card Type / Number
	Expiry Date
Card Holder's Name	_____

Remarks

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Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- 1) No-shows or cancellations made within 2 hours prior to the requested transportation arrangement will be subject to one trip charge in full ascancellation fee.
- 2) Check-in time is at 15:00 and check-out time is at 12:00 noon.
- 3) Above rates are inclusive of 10% service charge and 5% prevailing government taxes. All Rates are quoted in New Taiwan Dollars.
- 4) This rate is not commissionable to travel agents.
- 5) Please complete this form email (fiona.huang2@shangri-la.com) or fax (+886 6 702 7799) it to Far Eastern Plaza Hotel, Tainan before January 31, 2009. You will receive a confirmation number by email or fax.