



## 2014 International Specialty Papers Conference 2014 年国际特种纸交流会议

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<u>Reservation Form</u> 预定单		
Guest Name 客人姓名:		
Arrival Date 到店日期:	Departure Date 离店日期:	
Room Type 房型:	<input type="checkbox"/> Superior Room RMB 480; USD 80 <input type="checkbox"/> Deluxe Room RMB 650; USD 105	No. of Rooms 房数:
Above room rate includes breakfast, 15% surcharge and tax. 以上房费均含早餐、15%服务费及税。		
Extra Bed 加床:	<input type="checkbox"/> Yes 需要(RMB300; USD 50)	<input type="checkbox"/> No 不需要
Arrival Pick-up: 接机安排:	<input type="checkbox"/> Yes 需要 (limit 4 people 最多 4 人)	<input type="checkbox"/> No 不需要
Arrival Flight No. 抵沪飞机航班:	Flight Arrival Time 抵沪飞机时间:	
Pick Up Airport 请选择机场	<input type="checkbox"/> Hongqiao 虹桥机场 (RMB350)	<input type="checkbox"/> Pudong 浦东机场 (RMB700)
Departure Drop-off: 送机安排:	<input type="checkbox"/> Yes 需要 (limit 4 people 最多 4 人)	<input type="checkbox"/> No 不需要
Departure Flight No. 离沪飞机航班:	Departure Flight Time 离沪飞机时间:	
Drop Off Airport 请选择机场	<input type="checkbox"/> Hongqiao 虹桥机场 (RMB350)	<input type="checkbox"/> Pudong 浦东机场 (RMB750)
Company & Address 公司和地址:		
E-mail:	Tel. 电话:	Fax 传真:
Remark 备注:		

- Please make the reservation no later than **Sept 30th, 2014**. After the date reservation will be subject to room availability.  
请及时预订房间, 晚于 **2014 年 9 月 30 日** 的预订, 酒店将视出租率情况给出确认。
- Reservations for late arrival (after 4 PM or unknown flights) should be **guaranteed** by cash or credit cards to ensure that rooms be reserved till your arrival. A one-night room rate and confirmed pick-up service fee will be charged if a no-show occurs.  
客人晚于 4 点到达或航班不确定, 需现金或信用卡**担保**。担保的房间如未入住, 酒店仍将收取一天房费和确认接机的费用。

	<input type="checkbox"/> Cash 现金
	<input type="checkbox"/> Credit Card 信用卡
	<input type="checkbox"/> VISA <input type="checkbox"/> MASTER <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> JCB <input type="checkbox"/> DINERS
	Credit Card No. 信用卡号: _____
	Expiration Date 有效期至: _____
Guarantee: 担保方式:	<b>信用卡卡号及签名复印件</b>
	<b>I agree for my credit card to be charged for one night's stay and transportation fees as a deposit. If for any reason I need to cancel, I will inform the hotel in advance to cancel and charge will be voided. 我同意用我的信用卡支付一天一间夜的房费作担保, 请保留房间和接机服务!</b>
	<b>如我将不入住虹桥宾馆, 我会提前通知酒店取消预定。</b>
	Card Holder Signature 持卡人签名 _____

For reservation, please send the **Reservation Form** to Rainbow Hotel by fax or E-mail. Thank you!

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