



hotel Equatorial

HO CHI MINH CITY

242 Tran Binh Trong Street, District 5, Ho Chi Minh City, Vietnam

Tel: +84-8-3839 7777 | Fax: +84-8-3835 9969

reservations@hcm.equatorial.com

ROOM RESERVATION FORM

MILLENNIUM / CENTENNIAL / LEGEND / ICON
JOINT LOGISTICS NETWORK CONFERENCE 2016

☐

NEW RESERVATION

☐

AMENDMENT

☐

CANCELLATION

BOOKER'S INFORMATION

Name : _____

Company : _____ Position : _____

Tel. No : _____ Handphone : _____

Email : _____

GUEST'S INFORMATION

Name: Mr / Mrs / Ms _____

Mr / Mrs / Ms _____

Mr / Mrs / Ms _____

Mr / Mrs / Ms _____

ROOM BOOKING DETAILS *(Please indicated the number of rooms required)*

Arrival Date : _____ Flight / Time : _____

Departure Date : _____ Flight / Time : _____

Airport Transfer : ☐ Pick-up ☐ Drop-off ☐ Both ways

☐ By Hotel's Shuttle Bus (USD12++ /person /way, minimum of 03 persnos)

☐ By Limousine (USD40++ /way)



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Room Category	Room Rate (per room per night)		No. of Rooms	No. of Persons	Room Preference
	Single Use	Double Use			
Deluxe	USD88++	USD100++			
Premier	USD98++	USD110++			
Club Deluxe	USD150++	USD165++			

Deluxe and Premier Room Benefits:

- Daily local newspaper
- Scheduled city shuttle service
- Admission to Equinox Fitness and Leisure Centre (3rd Floor) including the usage of gym, sauna, Jacuzzi, steam bath and outdoor swimming pool from 6:00am to 10:00pm.

Club Room Benefits:

- Free unlimited Wifi
- Free daily buffet breakfast
- Free welcome fruits in room
- Free usage of Laptop at Club Lounge
- Free 01-hour usage of Club Meeting room
- Free daily shuttle bus to key tourist attractions
- Free 02 pieces of laundry per day per room (non-accumulative)
- Free unlimited all day refreshments with tea and coffee service
- Free round-trip airport transfers based on Hotel's shuttle schedule
- Free early check-in from 9:00am OR free late check-out until 6:00pm
- Free evening Cocktail, alcoholic beverages and selection of canapés served from 17:30 to 20:30
- Admission to Equinox Fitness and Leisure Center (3rd floor) including the usage of gym, sauna, Jacuzzi, steam bath and outdoor swimming pool from 6:00am to 10:00pm

Remarks:

- Room rates are inclusive of daily breakfast(s) and 24-hour in-room WiFi
- All rates are subject to 5% service charge and 10% Government Tax

We agree to guarantee this reservation by the credit card listed below:

Credit card number : _____ Expiry date : _____

Type of card : ☐ AMEX ☐ DINERS ☐ MASTER ☐ VISA



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TERMS AND CONDITIONS

1. Check in / Check out

- Hotel check-in is at 14:00s and check out is at 12:00hrs. Any request to access to rooms prior to 14:00 hrs will be subjected to availability. Should you wish to guarantee early check in, please reserve the room from the previous evening at the applicable rate.
- Any request for late check-out, 50% of the applicable rate per room will be charged up to 18:00 hrs. A full night charge will apply if rooms are required after 18:00 hrs. Late check out to 13.00 hrs is subject to availability.

2. Cancellation Policy

- In the event of any cancellation within seven (07) days prior to arrival date or no-show on the scheduled arrival day, one night room charge will be applied to the specified credit card.
- Confirmation of the room request will be notified by returned fax or email of this reservation form.

*For further information, please do not hesitate to contact Nathalie Nguyen – Event Executive
via nathalie.nguyen@hcm.equatorial.com*