

## WH MING HOTEL RESERVATION FORM

Address: 777 Jiamusi Road, Yangpu District, Shanghai 200433, China

Tel: (86-21) 2525 8888 Website: [www.whminghotel.com](http://www.whminghotel.com)

**Please note:** Hotel reservations under the IFCBA room block will only be processed once conference registration and payment is received.

PLEASE SEND COMPLETED FORMS TO: [ifcba@ifcba.org](mailto:ifcba@ifcba.org)

Hotel Reservation Form			
Last Name		First Name	
Passport No.			
Company		Position	
Address			
City		State	
Telephone		Fax	
Email Address			
Special req.	( ) non-smoking ( ) king-size bed ( ) twin beds		
<b>FOR DOUBLE OCCUPANCY</b>			
2 <sup>ND</sup> Guest		Date of Birth	
Passport No.			

ROOM TYPE	Rate	Check in Date	Check out Date
Deluxe lake view big bed room	950 CNY/DAY		
Deluxe lake view twin bed room	950 CNY/DAY		
The supreme lake view big bed room	1150 CNY/DAY		
The supreme lake view twin bed room	1150 CNY/DAY		
Administrative lake view suite	1650 CNY/DAY		

\*The foreign currency exchange rate will be calculated based on the rate of the payment day

- Complete payment at check-in
- Inclusive of daily buffet breakfast and 15% surcharge
- Check in time: 14:00 on day of arrival. Check out time: 12:00.
- All rooms enjoy free internet access.

**Guarantee Method (please fill in details)**

Credit Card Type:  Visa  American Express  Master Card  Diner Club  JCB

Credit Card Number:

Name on Credit Card:

Credit Card Expiry Date: Month \_\_\_\_\_ Year \_\_\_\_\_

**Confirmation Number (for completion by hotel) :** \_\_\_\_\_

**Guarantee:** Full payment is required at check-in. Rooms are held until 12:00 by hotel local time on the day following arrival.

Due to limited room quantities, please register as soon as possible to keep the room. The rooms are first come, first serve.

**Check In / Check Out:** Hotel check in time is 14:00 by hotel local time on the day of arrival. Hotel departure time is 12:00 am by hotel local time on the day of departure. 50% of the above stated rate will applied to late check out before 18:00 by hotel local time on the day of departure. One night room charge at the above stated rate will be applied to late check out after 18:00.

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