



SINGAPORE BUGIS

HOTEL RESERVATION FORM

122 Middle Road
Singapore 188973

Event Contact:
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Business Development Manager
Reservation Contact :
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SOLAR ENERGY CONVENTION **24 to 28 OCTOBER 2016**

PARTICULARS	Salutation:	
	Family Name:	Given Name:
	Designation:	Company:
	Country:	Telephone:
	Email:	

TRAVEL DETAILS	Passport No:	Passport Expiry:
	Date of Birth:	Nationality:
	Additional Guest Name:	
	Passport No:	Passport Expiry:
	Date of Birth:	Nationality:
	Arrival Date:	Departure Date:
	Arrival Flight:	Departure Flight:

ROOM CATEGORY	Room Type	Rate*	Special Requests**	Check-In Date	Check-Out Date
	<input type="checkbox"/> Standard (single / twin occupancy)	S\$195.00++ with 1 breakfast & internet	<input type="checkbox"/> Non-Smoking		
	<input type="checkbox"/> Loft (single / twin occupancy)	S\$220.00++ with 1 breakfast & internet			
	Other special requests**:				

* Rates are subjected to 10% service charge & prevailing Goods & Services Tax (GST).

** Subject to availability & additional fees may apply.

Please Note:

- Check-in time is at 2:00pm and check-out time is 12:00pm
- All reservations must be guaranteed with individual's credit card. If not, please advise if you would like the company to guarantee.
- Please provide flight details whenever possible
- A confirmation email will be sent to you once the booking has been made.

To guarantee your reservation, kindly provide your credit card details in the space below:

Name on Credit Card: _____

Card Number: - - -

Card Type: Visa Mastercard American Express Diners JCB

Expiry Date: / (mm/yyyy)

By providing my credit card details, I hereby authorise Mercure Singapore Bugis to charge my credit card to guarantee my reservation.

Any cancellation made within 14 days prior to arrival will be charged one night cancellation fee.

No show will be charged for the full duration of stay.

Credit Card Signature	Date
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All information are kept confidential and used only for purposes as noted above.

Thank You for choosing the Mercure Singapore Bugis, we look forward to welcoming you.