

## 9.2 Hotel Booking

### Hospitality BOOKING FORM (1/2)

<p>Please fill up the form in CAP letter and email or fax to:</p> <p><b>Burnaby Solutions China</b>          Tel: (+8610) 84602478  <b>Fax: (+8610) 84602480</b>          Email: <a href="mailto:bj@burnaby.com.cn">bj@burnaby.com.cn</a>          Attn: Amanda(13146410552)</p> <p>Reservation can also be made on line at <a href="http://www.burnaby.com.cn/CHF">www.burnaby.com.cn/CHF</a></p>	<p><b>(Please use block letters or attach business card.)</b></p> Contact Person: _____ Organization: _____ Address: _____ _____ Country: _____ Postal Code: _____ Tel: _____ Fax: _____ Email: _____
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Official Hotels	Travel Time to Exhibition Site	Cost Per Room Per Night		Other Benefits
		Single Room	Twin/double Room	
*Crowne Plaza Beijing International Airport (5*) Superior room	15 minutes by driving	CNY1350 net	CNY1350 net	Breakfast Included & internet
*Hilton Beijing Capital Airport Hotel (5*) Superior room	25 minutes by driving	CNY1200 net	CNY1200 net	Breakfast Included & Free internet
*Holiday Inn Beijing Airport Zone(4*) Standard room	15 minutes by Metro	CNY580 net	CNY580 net	Breakfast Included & Free internet
*Beijing Wansi Hotel (4*) Standard room	15 minutes by FREE Shuttle Bus	CNY498 net	CNY498 net	Breakfast Included & Free internet
*Fuyong Yulong Hotel (4*) Standard room / Deluxe room	15 minutes by FREE Shuttle Bus	CNY520 net	CNY520 net	Breakfast Included & Free internet
Shanshui Hotel (3*) Standard room / Deluxe room	20 minutes by driving	CNY368 net CNY398 net	CNY398 net	Breakfast Included & Free internet
Super 8 Hotel-New CIEC(2*) Standard room	20 minutes by Driving or 15 minutes by Metro Line 15 (3 Stations)	CNY338 net	CNY338 net	Breakfast Included & Free internet

**Note:**

- Rates quoted are net price including 15% tax and service charge; Rates quoted in Chinese currency. Payment collection will base on market exchange rate.
- FREE Airport Transfer Service will be provided for guests staying in above hotels with\*\*\*.
- FREE Daily Shuttle Bus** during 19-21 September will be provided for guests staying in, **Fuyong Yulong Hotel and Beijing Wansi Hotel**.

**Terms and Conditions**

- Payment Policy:** All hotel accommodation payment must be settled 2 weeks before **1, September 2019**
- Refund Policy:** Any shortened stay after check in to the hotel will not be refunded.
- Cancellation Policy:** Any cancellation made **1, September 2019** is subjected to one night room charge;
- Booking deadline:** Reservations received after **1, September, 2019** is subject to room availability.

## Hospitality BOOKING FORM (2/2)

### Hotel Booking Details:

Guest Name: \_\_\_\_\_

Hotel Preferred: 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_

No. of room(S): \_\_\_\_\_ (circle accordingly) standard/ superior/ deluxe/ business room;  
single room/ twin-Share room/ double room with 1 king-size bed; 1 breakfast/ 2 breakfasts

Check in date and time (China local time) \_\_\_\_\_ check out date \_\_\_\_\_

Arrival Flight No \_\_\_\_\_ arrival local Date \_\_\_\_\_ arrival Time \_\_\_\_\_

Departure Flight No \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

### Local Tours: (Gathering at appointed point)

#### 1. Forbidden City. Temple of Heaven & Summer Palace

Seat-in-coach Tour – CNY480 per person including group lunch

Number of person(s): \_\_\_\_\_ Preferred Date \_\_\_\_\_

#### 2. Badaling Great Wall & Ming Tombs

Seat-in-coach Tour – CNY430 per person including group lunch

Number of person(s): \_\_\_\_\_ Preferred Date \_\_\_\_\_

### Airport Limousine service:

(CNY 350 net per way by car for 1-2 pax; CNY 450 net per way by van for 3-5 pax.)

I need for

Arrival: Flight No: \_\_\_\_\_ Arrival data: \_\_\_\_\_ Arrival time: \_\_\_\_\_

Departure: Flight No: \_\_\_\_\_ Arrival data: \_\_\_\_\_ Arrival time: \_\_\_\_\_

### Interpretation and Hostess service:

Basic English Hostess – CNY600 net per day within 8 hours from Sep \_\_\_ to \_\_\_

Ordinary English interpreter – CNY900 net per day within 8 hours from Sep \_\_\_ to \_\_\_

Advanced English interpreter – CNY1200 net per day within 8 hours from Sep \_\_\_ to \_\_\_

### PAYMENT by CREDIT CARD

I hereby authorize to debit my card (details as follows) for all above bookings arranged by Burnaby Solutions:

Visa Card  Amex Card  American Express

Name of Credit Cardholder: \_\_\_\_\_ Expiry Date (mm/yy): \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ CVV Code: \_\_\_\_\_

Credit Cardholder's Signature: \_\_\_\_\_

**PAYMENT by TELEGRAPHIC TRANSFER:** Pls. indicate guest name/event name/hotel booked on transfer slip.

**Note:** Payment via credit card and telegraphic transfer is subject to a 3% administrative fee.

**Special notes from you if any:** \_\_\_\_\_

Please fill the above form in Block letter. fax to +8610 84602480 or scan and email to [bj@burnaby.com.cn](mailto:bj@burnaby.com.cn).