



By Shangri-La

# ROOM RESERVATION FORM TRADERS HOTEL, HONG KONG

## HKU School of English - 15th Biennial Symposium on Literature and Culture in the Asia-Pacific Region

10 – 12 June 2013

Booking Deadline:  
9 May 2013

### PERSONAL PARTICULARS

Guest Name Ms./Mrs./Mr. (Surname) \_\_\_\_\_ (First Name) \_\_\_\_\_  
 (Share Name if any) \_\_\_\_\_  
 Company Name \_\_\_\_\_ Title \_\_\_\_\_  
 Telephone No. \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_  
 Arrival Date \_\_\_\_\_ Flight / Time \_\_\_\_\_  
 Departure Date \_\_\_\_\_ Flight / Time \_\_\_\_\_  
 No. of Rooms \_\_\_\_\_ No. of Persons \_\_\_\_\_

### ACCOMMODATION AT TRADERS HOTEL, HONG KONG

We encourage early registration as guest rooms are limited. Confirmation is subject to room availability.

Room Type	Room Rate (9 – 12 June 2013, all dates inclusive)
<b>Superior Room</b>	<b>HK\$880.00 net per room per night (room only)</b>
<b>Add-On Items</b>	Once booking is confirmed, unused portions of add-on items are not transferable and will not be refunded to your hotel bill.
<input type="checkbox"/> <b>Buffet Breakfast</b>	<b>HK\$138.00 + 10% service charge per person per meal</b>
<input type="checkbox"/> <b>Hotel Shuttle Bus</b>	<b>HK\$140.00 net per person per trip (Between hotel and Hong Kong Airport)</b> <input type="checkbox"/> Arrival <input type="checkbox"/> Departure
<input type="checkbox"/> <b>Hotel Limousine (4-seater)</b>	<b>HK\$720.00 net per car per trip (Between hotel and Hong Kong Airport)</b> <input type="checkbox"/> Arrival <input type="checkbox"/> Departure
	HKD \$200 surcharge will be applied per car per trip for limousine service between 00:00 and 06:00. Booking must be guaranteed by credit card, full charge will be applied in the event of no show or cancellation notice given less than 24 hours prior to arrival.
<b>Special Request</b> (Subject to hotel's availability)	
<input type="checkbox"/> Non Smoking <input type="checkbox"/> Smoking <input type="checkbox"/> Request Queen Bed <input type="checkbox"/> Request Twin Bed	
<input type="checkbox"/> Others (Please specify)	

### GUARANTEED RESERVATION

- Reservation will not be processed unless guaranteed by credit card
- Once the booking is confirmed, any cancellation after 25 April 2013 will be subjected to a penalty of one night's room charge to guest's credit card
- Should any no show, cancellation or shorten of stay made after 9 May 2013, a penalty charge equivalent to room revenue of the entire stay will be applied to guest's credit card.

Credit Card Information     Visa     Master     AMEX     Diners     JCB

Credit Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

### FOR HOTEL USE ONLY

Confirmation # : \_\_\_\_\_

Booking Confirmed by : \_\_\_\_\_ Date: \_\_\_\_\_

### Traders Hotel, Hong Kong

508 Queen's Road West, Western District, Hong Kong

Tel: (852) 2213 6663 Fax: (852) 2113 6961

Email: [reservation.thhk@tradershotels.com](mailto:reservation.thhk@tradershotels.com) www.tradershotels.com