

Ethanol Workshop on 22-23 April 2008	HOTEL ROOM RESERVATION	
THE WESTIN GRANDE SUKHUMVIT BANGKOK	Fax no: 66 2 6511070 E-mail : Trinuch.jongsubcharoen@westin.com	Valid until <u>1 April 2008</u> (after this date, group rate will valid until <u>11 April' 08</u> but room will subject to availability)

Centre for Management Technology has been blocked rooms at The Westin Grande Sukhumvit, please complete this form and send directly to Ms Trinuch Jongsubcharoen, Dir. of WOC and Convention Service

COMPLETE DETAILS IN FULL		
Mr. / Mrs. / Ms. / Dr. (please circle the correct one)		
First name:	Last name:	
Company:	Job title:	
Address:		
Tel No:	Fax No:	Email:

FLIGHT DETAILS		
Arrival Date:	Flight No:	Arrival Time:
Departure Date:	Flight No:	Departure Time:

Room type	Room rate per day, inclusive of daily buffet breakfast (Please select)	No. of rooms required	Room preference (Please select)
Deluxe	<input type="checkbox"/> THB 5,500++/ night (Single) <input type="checkbox"/> THB 5,900++/ night (double)		<input type="checkbox"/> Smoking <input type="checkbox"/> Non smoking

Remark: price is subject to 10% service charge and 7% government tax per room per night

CREDIT CARD GUARANTEE		
<input type="checkbox"/> American Express	<input type="checkbox"/> Master Card	<input type="checkbox"/> Visa
Card no:	Expiry date:	(dd-mm-yy)
Cardholder's name on credit card:		
Signature:		

LIMOUSINE TRANSFER	
Do you require airport pick-up / drop off? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> 1way: pick up / drop off <input type="checkbox"/> round trip	
Limousine cost: 1 way Baht 2,200 nett per car per way	
Limousine cost: Round trip Baht 4,000 nett per car	

Remark: price is inclusive of 10% service charge and 7% government tax per room per night

CHECK IN/ CHECK OUT	
Check in time: 2:00pm/ Check out time: 12:00pm	
Early arrival : Guaranteed access prior to check in time is subject to payment of a pre-registration fee equal to the contract rate	
Late check out until 4pm: Half contract rate will be applied, after 4pm full contract rate will be applied	

CANCELLATION POLICY	
-Any cancellation makes 14 days prior to arrival date will subject to one night cancellation charge to credit card	
-Any cancellation makes 7 days prior to arrival date will subject to two nights cancellation charge to credit card	
Remark: No show, early departure without prior notice, entire stay period will be charged to guest credit card	