



THE RITZ-CARLTON®
MILLENNIA SINGAPORE

RESERVATION
FORM
The Ritz-Carlton, Millennia Singapore
7 Raffles Avenue
Singapore 039799
Hotel Telephone: (65) 6337 8868
General Fax: (65) 6338 0001

2nd Grains World Trade Summit
(CMT - Centre for Management Technology)
20 - 21 January 2010

Reservations may be made by completing this form and return fax attention to:
Ms Shareenjit Kaur, Group Reservation Executive
Telephone: (65) 6434-5129 · Fax: (65) 6337-5190 · Email: shareenjit.kaur@ritzcarlton.com
By 21 December 2009 (Monday)
The Ritz-Carlton, Millennia Singapore will send a confirmation upon receipt of this completed form

Name Dr. / Mr. / Ms. / Mrs. Last Name _____ First Name _____
Select one

Title _____ Company _____

Telephone _____ Facsimile _____
Country code/ Area code/ Telephone No. () Country code/ Area code/ Facsimile No. ()

Email _____

Address _____

Arrival Date/Time _____ Departure Date/Time _____

Arrival Flight _____ Departure Flight _____

Credit Card Details

To guarantee your booking, kindly provide us your credit card details.

American Express Diners Club Master Card VISA Others: _____

Credit Card Number _____

Card Member's Name _____ Expiry Date _____

Signature _____ Date _____

Room/Rate Details

Type of Room _____ Group Rate _____ (Please tick)

Deluxe Room (Kallang Bay View) \$8280 (Single Occupancy) ()

Rates are inclusive of (1) American Buffet Breakfast

Special Requests (Please tick) * All requests subject to availability:

- King Bed Twin Bed Smoking room Non-smoking room
- The above room rate is subject to applicable service charge, government tax and goods and services tax. Currently pegged at 10%, service charge and 7% Goods & Services charge, non-commissionable.
- All reservations are subject to confirmation by the Hotel. Kindly return your completed booking form to us by **21 December 2009 (Monday)**. Any booking received after this due date will be subject to availability.
- The official check-in time is after 1400 hours and the check-out time is prior to 1200 hours.
- Late check out after 1200 hours and before 1800 hours is chargeable at 50% of daily rate. After 1800 hours a full day rate will apply.
- Any cancellation made after **21 December 2009 (Monday)** will be subject to a 100% cancellation charge of the entire length of period booked and prevailing taxes and the charges will be debited to your credit card.
- In the event of a no-show or shortening of stay, a 100% no show charge of the entire length of period booked will apply and the charges will be debited to your credit card.

Airport Limousine Pickup (Please tick) * Please furnish us with your Credit Card and Flight details in order to guarantee your limousine arrangement

Arrival Departure 2 way transfers required

The airport limousine arrangement in a Mercedes E200 series is chargeable at \$4150 Netr (Arrival from Changi Airport) and \$5100 netr (Departure) per way respectively. A surcharge of \$312 netr is applicable for arrangements made between 2230 hours to 0700 hours.

HOTEL USE ONLY

Booking is Confirmed Not Confirmed

Confirmation Number _____ Remarks _____

Acknowledged by _____ Date confirmed to guest _____