

On-Line RV Form

National Cheng Kung University

New Booking

 Amendment

 Cancellation

 Repeat Guest

To : Marco Huang - Director of Business Development Shangri-La's Far Eastern, Tainan E-mail : marco.huang@shangri-la.com Tel : 886 6 7028888 EXT. 6818 Fax : 886 6 702 8819	From : _____ Company : _____ Email : _____ Fax : _____ Tel : _____
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Guest's Information

Mr/Ms _____	_____
Last Name	Given Name
Title _____	Company Name _____
Company Address _____	
Membership Number _____	
Passport Number _____	Nationality _____
Place & Date of Issue _____	Date of Birth _____

Reservation Requirements

- Room Type (50 sqm) Deluxe Room With Breakfast, **10% discount on prevailing Flexible Rate.**
- (50 sqm) Grand Deluxe Room With Breakfast, **10% discount on prevailing Flexible Rate.**
- (50 sqm) Deluxe Family Room With Breakfast, **10% discount on prevailing Flexible Rate.**
- (58 sqm) Executive Family Room With Breakfast, **10% discount on prevailing Flexible Rate.**
- (50 sqm) Horizon Deluxe Room, **10% discount on prevailing Flexible Rate** / With Horizon Club Access.
- (89 sqm) Plaza Suit, **10% discount on prevailing Flexible Rate** / With Horizon Club Access.

The promotional rate/special rate cannot be enjoyed in conjunction with other promotional/discount offers.

Flexible Rate Link : <https://www.shangri-la.com/tainan/fareasternplazashangrila/>

Complimentary in-house wired Internet and Wi-Fi access throughout the hotel

Arrival _____	_____	_____
Date	Flight Number	ETA
Departure _____	_____	_____
Date	Flight Number	ETD

Guest's Preference (Upon Availability)

Occupancy **Single** **Double** **Quad(Family room only)**

Preferred Bed **King** **Twin** **Deluxe Room / Grand Deluxe Room / Horizon Deluxe Room Only**

Special Dietary _____

**In accordance to government regulations, smoking is not allowed throughout the hotel beginning Jan. 11, 2009. All rooms provided is non-smoking rooms.

Credit Card Guaranteed

All reservations must be guaranteed by credit card. Reservation without credit card number are not accepted. Notice of cancellation must be received no later than 72 hours of arrival date to avoid a cancellation penalty equivalent to one room night's charge.

Credit Card _____	/
Credit Card Type / Number	Expiry Date
Card Holder's Name _____	

Remarks:

Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
_____	_____	_____	_____

- 1) No-shows or cancellations made within 2 hours prior to the requested transportation arrangement will be subject to one trip charge in full as cancellation fee.
- 2) Check-in time is at 16:00 and check-out time is at 12:00 noon. Check-in require prior to 12:00pm will subject to additional one night room charge. Additional room charge will be applied for late check-out. Please consult with Front Office Receptionist upon check-in on availability. Room occupy until 16:00 will be charge at 50% of the room rate and full rate will be apply for late check-out beyond 18:00.
- 3) Rooms are available on a first-come, first-served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
- 4) All Rates are quoted in NT\$ and are subject to 10% service charge and 5% VAT
- 5) Kindly send in your reservation form in advance, rooms are subject to availability.