

**International Association for Scholastic Excellence (INTASE)
 INTASE World EduLead 2019 : 14 – 19 April 2019
 Check in : 14 April 2019 / Check out: 19 April 2019
 Room Reservation Form**

**GRAND COPTHORNE
 WATERFRONT HOTEL**

392 Havelock Road
 Singapore 169663
 Reservation Tel: +65 6233 1122

Email: rsvns.gcw@millenniumhotels.com
 cc: Adrian.quek@millenniumhotels.com cc: hotel@intase.org

Please return the reservation form by **Friday, 15 March 2019** via email directly to Reservations upon completion. Rooms are subject to availability.

COMPLETE DETAILS IN FULL

Title: _____ Mr / Mrs / Ms / Dr (please circle the correct one)

Guest Given/First name: _____ Guest Family/Last name: _____

Check in: _____ Flight No. / Estimated Time of Arrival: _____

Check out: _____ Flight No. / Estimate Time of Departure: _____

No of Rooms: _____ No of Guests: _____

ROOM CATEGORY
 (Subjected to availability)

ROOM RATE

- | | |
|---|---|
| <input type="checkbox"/> Superior Room (Single) | S\$ 210.00 ++ per room night (inclusive of 01 Breakfast, Broadband) |
| <input type="checkbox"/> Superior Room (Twin) | S\$ 230.00 ++ per room night (inclusive of 02 Breakfast, Broadband) |
| <input type="checkbox"/> Deluxe Room (Single) | S\$ 240.00 ++ per room night (inclusive of 01 Breakfast, Broadband) |
| <input type="checkbox"/> Deluxe Room (Twin) | S\$ 260.00 ++ per room night (inclusive of 02 Breakfast, Broadband) |

Request for Smoking or Non Smoking Rooms (subject to rooms' availability) Smoking Non Smoking

Contact Person: _____ Designation: _____

Company Name _____

Company Address: _____

Contact Nos: (O) _____ (F) _____ E-mail: _____

Payment Method : Personal Account /

AIRPORT LIMOUSINE TRANSFER ARRANGEMENT

Yes

Yes

No

Transport (BMW 5 Series / Mercedes E Class) - S\$90.00 Nett per transfer
 ** Midnight surcharge of S\$10.00 Nett applies for trips between 2300hrs to 0659hrs

From Airport

To Airport

Not required

CREDIT CARD GUARANTEE

CARD TYPE: AMEX / MASTER CARD / VISA / DINERS / JCB

Card No: _____ Expiry Date (mm-yy): _____

Cardholder's name on credit card: _____ Cardholder's Signature: _____

Note / Terms & Condition:

- Rates quoted are subjected to 10% service charge & 7% Goods and Services Tax per room night, unless stated as nett.
- All reservations must be guaranteed by credit card for full duration of stay booked. Reservation is guaranteed upon confirmation.
- Where cancellation is made within 72 hours prior to arrival, we are pleased to cancel without any penalty charges. Any further cancellation after 72 hours prior to arrival or when there is a No-show upon confirmed of booking please note that entire length of stay will be levied as cancellation or no show charge.
- The rates quoted are specially meant for this group only. It cannot be used as a future reference to other bookings.
- The rates quoted are subject to increase should the arrival and departure dates change once the agreement has been signed by both parties.
- **Check in time is at 1400hrs and check out time is 1200hrs**

Please note that without receiving the room confirmation from the hotel, the above reservation will not be valid.

OFFICIAL USE ONLY:

<input type="checkbox"/> Reservation is CONFIRMED. Confirmation Number: _____	<input type="checkbox"/> Unable to confirmation reservation.
Attended by: _____	Date: _____