

## Room Reservation Form for Orchard Parade Hotel

**Event Name: National University of Singapore - Yong Loo Lin School of Medicine  
 14<sup>th</sup> Asia Pacific Medical Education Conference (APMEC)  
 11<sup>th</sup> January 2017 to 15<sup>th</sup> January 2017**

(Preferential room rate is on first come first serve basis. Thereafter room and rate is subject to availability)

### Personal Particulars

<b>Guest Name</b> (Prof / Dr / Mr / Mrs / Ms)				
<b>Organization</b>				
<b>Telephone</b>		<b>Email</b>		
<b>Arrival Date</b>	DATE January 2017	<b>Flight Details</b>		ETA
<b>Departure Date</b>	DATE January 2017	<b>Flight Details</b>		ETD

Number of Rooms : \_\_\_\_\_

Room Type : **DELUXE ROOM S\$195.00++** Single | **S\$215.00++** Double (Please circle)

Benefit : Single 01 Breakfast, internet and one-way arrival airport shuttle  
 : Double 02 Breakfast, internet and one-way arrival airport shuttle

Room Type : **PREMIER ROOM S\$215.00++** Single | **S\$235.00++** Double (Please circle)

Benefit : Single 01 Breakfast, internet, 2 pcs of laundry daily (non-accumulative) and one-way arrival airport shuttle  
 : Double 02 Breakfast, internet, 2 pcs of laundry daily (non-accumulative) and one-way arrival airport shuttle

Room Type : **CLUB ROOM S\$245.00++** Single | **S\$265.00++** Double (Please circle)

Benefit : Single 01 Breakfast, internet, 2 pcs of laundry daily (non-accumulative), all day access to club lounge, daily evening cocktails, mini bar and one-way arrival airport shuttle  
 : Double 02 Breakfast, internet, 2 pcs of laundry daily (non-accumulative), all day access to club lounge, daily evening cocktails, mini bar and one-way arrival airport shuttle

Special Request: \_\_\_\_\_

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**HOTELS:**

The Quincy Hotel • Oasia Hotel Singapore • Rendezvous Hotel Singapore  
 AMOY • Orchard Parade Hotel • The Elizabeth Hotel • Village Hotel Albert Court  
 Village Hotel Bugis • Village Hotel Changi • Village Hotel Katong

**RESIDENCES:**

Orchard Scotts Residences • Orchard Parksuites • Regency House • Far East Plaza Residences  
 Village Residence Clarke Quay • Village Residence Robertson Quay  
 Village Residence Hougang • Village Residence West Coast • Sri Tiara Residences (Kuala Lumpur)

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Method of Payment / Credit Card Guarantee of reservation;

Credit Card to Guarantee : Amex / Visa / MasterCard / Diners (**Please select**)

Credit Card Number : \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Exp. Date : \_\_\_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_

Please provide front and back of your credit card provided, thank you!

**\* An acknowledgement will be sent to you upon confirmation of your room reservation****NOTES**

- The check in time is from 1400 hrs on the day of arrival. In the event of early check in before 1400 hrs, to ensure rooms are ready prior to our official check in time, one-night from above rate will be charged to pre-block the room the night before.
- Check out time is 1200 hrs on the day of departure. For late checkout till 1800 hrs, additional 50% of room rate will apply. Thereafter, 01 night room rate will apply.
- Rates are with effect 08<sup>th</sup> January until 16<sup>th</sup> January 2017 and are subject to availability.**
- Rates are subjected to 10% service charge and 7% government prevailing tax.
- All reservation must be guaranteed by credit card for the full duration of stay booked. Reservation is guaranteed upon confirmation. If there may be any cancellations from henceforth, a 01 night room rate will be levied.
- Cancellation Policy: 48 hours prior to arrival date with no penalty.
- Full duration of reservation will be levied in the event of No-Show.
- Complimentary arrival airport shuttle will be provided for all bookings, 24hrs service, based on 20-30 minutes waiting period. Upon confirmation, you will receive instruction of the shuttle service.

**Please forward this complete reservation form together with a photocopy of front and back of the credit card to our Central Reservation Team at [reseasy@fareast.com.sg](mailto:reseasy@fareast.com.sg) or Fax to +65 6737 3304.****Alternatively, you may contact Mr Edward Chau (Senior Sales Manager) for more information regarding hotel reservations booking on [edwardchau@fareast.com.sg](mailto:edwardchau@fareast.com.sg) or +65 6496 7581.****For Hotel Use**

Your reservation is confirmed / unable to confirmed

Confirmation Number : \_\_\_\_\_

Remarks : \_\_\_\_\_

*1 Tanglin Road, Singapore 247905 Telephone: (65) 6737 1133 Facsimile: (65) 6235 9436 (Sales)**Website: [www.orchardparade.com.sg](http://www.orchardparade.com.sg)**Far East Hotel***HOTELS:**The Quincy Hotel • Oasia Hotel Singapore • Rendezvous Hotel Singapore  
AMOY • Orchard Parade Hotel • The Elizabeth Hotel • Village Hotel Albert Court  
Village Hotel Bugis • Village Hotel Changi • Village Hotel Katong**RESIDENCES:**Orchard Scotts Residences • Orchard Parksuites • Regency House • Far East Plaza Residences  
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