

**HOTEL ROOM RESERVATION REQUEST FORM**  
**Attention: Mr Ray Hua/ Sales & Marketing Department**  
**Telephone: (65) 6885 3419 / Facsimile : (65) 6334 3400**  
**Email : rayh@mohg.com**



The exclusive room rates offered are for delegates who are attending the 5th Asia Pacific Medical Education Conference on 24 to 27 January 2008. Please send your request directly to The Oriental, Singapore via fax (65) 6334 3400 or email: [rayh@mohg.com](mailto:rayh@mohg.com) All requests must be received by **19 December 2007**. Confirmation of requests received after this date will be subject to room availability.

**Room Rates (Please check where appropriate)**

- Deluxe Sea View Room at S\$380 00+++ per room per night (Room Only)
- Deluxe Sea View Room at S\$415 00+++ per room per night (Inclusive of One buffet breakfast)
- Deluxe Sea View Room at S\$450 00+++ per room per night (Inclusive of Two buffet breakfasts)
- Smoking     Non-smoking     King Bed     Twin Bed    (On request and subject to availability)

**Room rates are subject to 10% service charge and 7% Goods & Services Tax.**

Salutation: Dr / Mr / Mrs / Miss

Last Name : \_\_\_\_\_ First Name : \_\_\_\_\_

Telephone : \_\_\_\_\_ Fax/email : \_\_\_\_\_

Arrival Date : \_\_\_\_\_ Flight No : \_\_\_\_\_ Time : \_\_\_\_\_

Departure Date : \_\_\_\_\_ Flight No : \_\_\_\_\_ Time : \_\_\_\_\_

Name on Credit Card	:	_____
Booking Guaranteed to Credit Card Number	:	_____
Type of Credit Card	:	_____
CVV Number	:	_____
Expiry Date	:	_____

***Please note:***

- Official Check-in time is 1400 hours. If you wish to guarantee early availability of your room before 1400 hours, you should reserve your room the night before at an additional night's charge by indicating this on the form. Otherwise, early arrivals are subject to availability upon check-in.
- Official Check-out time is 1200 hours. Use of room from 1200 to 1800 hours can be arranged and confirmed at 50% of the agreed room rates. Full day's rate will be chargeable for use of room beyond 1800 hours
- Credit Card detail / deposit is required to guarantee your reservation
- A penalty charge for all room nights reserved shall be levied for any no-shows
- In the event of any cancellation made after **19 December 2007**, a cancellation charge of one night room revenue shall apply. This will be billed to the credit card on file.
- For guaranteed reservations, the room will be held for the late arrival
- A cancellation number is given out whenever cancellation is made. *Please take note of this number for reference regarding cancellation of guaranteed reservation*

**Hotel's Official Acknowledgement:**

We are pleased to confirm your reservation above. Please note your confirmation number is # \_\_\_\_\_  
 Kindly print this confirmation slip and produce this at the Front Desk upon your check-in

Confirmed by Reservation Agent : \_\_\_\_\_ Date \_\_\_\_\_