

Attn: **Chong Xiaowei**      DID: (65) 6739-6795      FAX: (65) 6739-6605      HOTLINE: (65) 6739-6588  
Sales Manager      Email: [xiaowei.chong@orchardhotel.com.sg](mailto:xiaowei.chong@orchardhotel.com.sg)

**PLEASE FAX TO ORCHARD HOTEL SINGAPORE at 65-6739-6605**

**NUS – Yong Loo Lin School of Medicine**  
**6<sup>th</sup> ASIA PACIFIC MEDICAL EDUCATION CONFERENCE (APMEC) 2009**  
**Bookings from 19 February – 22 February 2009**  
Kindly revert back to us latest by 29 January 2009

**BOOKER INFORMATION**

Contact Person : _____	Date : _____
Company : _____	Telephone : _____
Fax : _____	Email : _____
	Signature : _____

Please indicate accordingly

RESERVATION       AMENDMENT       CANCELLATION

**TRAVEL GUEST INFORMATION**

Guest Name : \_\_\_\_\_  
(Please underline the Family Name)

Organization : \_\_\_\_\_  
Address : \_\_\_\_\_

Tel : _____	Country : _____
No. of Nights : _____	Fax : _____
Arrival : _____	Email : _____
Departure : _____	Arrival Flight/Time : _____
	Departure Flight/Time : _____

**ACCOMMODATION REQUEST** (Please select your accommodation requirements by ticking appropriate box)

Room Category	Room Rates	
	Single (1 Person per room)	Double/Twin (2 Persons per room)
Superior Room	S\$265.00 per room per night (Room with in-room Broadband)* <input type="checkbox"/>	S\$265.00 per room per night (Room with in-room Broadband)* <input type="checkbox"/>
Deluxe Room	S\$285.00 per room per night (Room with in-room Broadband)* <input type="checkbox"/>	S\$285.00 per room per night (Room with in-room Broadband)* <input type="checkbox"/>
Executive Club Room	S\$345.00 per room per night (inclusive of Club Benefits)** <input type="checkbox"/>	S\$365.00 per room per night (inclusive of Club Benefits)** <input type="checkbox"/>

\*Breakfast is chargeable at a special rate of S\$20.00+++ per person per day (walk-in price @ Orchard Café is S\$26.00+++)

\*\* Club benefits include express check in/out at the Club Lounge, breakfast, evening cocktail from 6-8 pm, with free flow of soft drink, beer or wine, snack and canapés at the Club Lounge. Complimentary daily laundry for two (2) pieces, which includes dry cleaning and pressing. Complimentary house brand distilled water and soft drinks (exclude juices) from the minibar, complimentary local calls and complimentary in-room broadband access.

**ADDITIONAL REQUIREMENTS**

	Yes	No
Include Breakfast	<input type="checkbox"/>	<input type="checkbox"/>
Airport Limousine Transfer		
➤ Arrival	<input type="checkbox"/>	<input type="checkbox"/>
➤ Departure	<input type="checkbox"/>	<input type="checkbox"/>

Airport Limousine Transfer is at S\$67.41nett per way (Additional surcharge of \$10.70 per way for transfer is required between 2300 – 0700hrs)

Remarks / Requests: \_\_\_\_\_

**GUARANTEED INSTRUCTIONS**

Visa    Mastercard    Diners    Amex    JCB credit card for room reservation

Card Holder Name : \_\_\_\_\_  
Card Number : \_\_\_\_\_      Expiry Date : \_\_\_\_\_

- All rooms reserved are subject to 10% service charge and prevailing government taxes.
- Rooms are subject to availability upon making of reservation & all bookings must be guaranteed by credit card. Kindly revert latest by **29 January 2009**. Thereafter, the room rates may vary at the point of reservation.
- In the event of no-show or cancellation less than 48hrs, one room night charge will be applicable.
- Kindly note that we are 100% smoke-free hotel.
- Official confirmation of your reservation will be sent by Orchard Hotel Singapore.

**Thank you for choosing Orchard Hotel as your choice of accommodation.**