

**7<sup>th</sup> Asia Pacific Medical Education Conference  
(APMEC)  
(4 – 8 February 2010)**

**GRAND COPTHORNE  
WATERFRONT HOTEL**  
392 Havelock Road, Singapore 169663  
Tel no.: (65) 6733 0880  
Fax no.: (65) 6737 8880

To: **Derek Chan** (Sales Manager)  
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Direct email: derek.chan@grandcopthorne.com.sg

*Please return the reservation form by **3<sup>rd</sup> January 2010 (Sunday)** via email directly to the above contact upon completion. Thereafter, rooms are subject to availability at Hotel's best available rate.*

| 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                                                                                                                                | ROOM RATE                                                                                                |                                                |                                       |
| <input type="checkbox"/> Superior Room                                                                                                       | S\$205.00++ per room night<br>(Inclusive of Unlimited Usage of Internet and Daily 1-way Transfer to NUS) |                                                |                                       |
| <input type="checkbox"/> Deluxe Room                                                                                                         | S\$235.00++ per room night<br>(Inclusive of Unlimited Usage of Internet and Daily 1-way Transfer to NUS) |                                                |                                       |
| Daily Breakfast is available at S\$20.00++ per person                                                                                        |                                                                                                          | <input type="radio"/> Yes                      | <input type="radio"/> No              |
| Request for Smoking or Non Smoking Rooms (subject to rooms' availability)                                                                    |                                                                                                          | <input type="radio"/> Smoking                  | <input type="radio"/> Non Smoking     |
| Contact Person: _____                                                                                                                        |                                                                                                          | Designation: _____                             |                                       |
| Company Name _____                                                                                                                           |                                                                                                          |                                                |                                       |
| Company Address: _____                                                                                                                       |                                                                                                          |                                                |                                       |
| Contact Nos: (O) _____ (F) _____                                                                                                             |                                                                                                          | E-mail: _____                                  |                                       |
| AIRPORT LIMOUSINE TRANSFER ARRANGEMENT                                                                                                       | Yes                                                                                                      | Yes                                            | No                                    |
| Transport (Mercedes E200) - S\$80.00 ++ per transfer<br>** Midnight surcharge of S\$12.00 ++ applies for trips between<br>2300hrs to 0700hrs | <input type="checkbox"/> From Airport                                                                    | <input type="checkbox"/> To Airport            | <input type="checkbox"/> 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. If there may be any cancellations from henceforth, a 1-night charge will be levied.
- Where cancellation is made less than 14 days to arrival, or when there is a No-Show, 100% of the total room charges will be levied as cancellation or no show charges.
- 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.

*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: _____                                                  |