**JINJI LAKE SHILLA HOTEL**

Modem Square Wang Dun Road,

Suzhou Industrial Park 215021,

Jiangsu Provine, P.R.China

Tel: (86 512) 6296 8888

Fax: (86 512) 6296 9999

**Guest Reservation Form for ICOSSE 2016 only**

86 512 62968818

|  |  |  |  |
| --- | --- | --- | --- |
| **To:**  |  | **From:** | **Reservation** |
| **Company:**  |  | **Fax No.:** | 86 512 62968118 |
| **Fax No.:** |  | **Tel No.:** | 86 512 6296888086 512 8116,8117 |
| **No. of Pages(including this page): 1** | **Email:** | mice@suzhoushilla.com |
|  |  |  |  |

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\*Room rate is inclusive of 15% Service Charge with one breakfast per room per night.

\*All will be paid by guest own account.

**Reservation Status**

\*Your rooms are under credit card guaranteed status. Any cancellation should be made 24 hours prior to your arrival time. Otherwise, cancellation charge will be occurred.

\*A ONE NIGHT "No-Show" charge will apply for guaranteed reservations, which are not cancelled 24 hours prior guest arrival.

\*Standard check-in Time is after 2:00P.M. Check-out time is before 12:00am.

Please provide the credit card holder’s name signature on the form and return back to Fax (86 512 62968118)

Yours Sincerely,

Reservation

Guest information：

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Guest Name | Arrival Date | Departure Date | No. of Rooms | Room Type | Room Rate(CNY) | Confirmation No. |
|   |   |   |   |  | 600 |   |

**Credit Card Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| Credit Card Holder: |  | Credit Card Type: |  |
| Credit Card No. |  | Expiration Date: |   |
| **Name Signature:** |   |

