

EVENT NAME: IEEE - Climate Workshop
EVENT DATES: 29 & 30 November 2022

 *Please send this completed page to **Ms Nur Faizah (nur.faizah@travelodgehotels.asia)**

GUEST DETAILS			
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Prof <input type="checkbox"/> Others:			
First Name:		Family/Last Name:	
Company:		Job Title:	
Address:			
Passport Number:		Date of Birth:	
Contact No:	(Home)	(Mobile)	(Fax)
Work Email:			
ROOM RESERVATION DETAILS			
Check In Date:		Flight No.:	ETA:
Check Out Date:		Flight No.:	ETD:
Room Preference:	<input type="checkbox"/> Queen sized bed <input type="checkbox"/> Twin Beds (2 single beds)		
(Please tick where appropriate)	<input type="checkbox"/> Additional Breakfast for 2 nd occupancy @ S\$15++ per person		
<input type="checkbox"/> Deluxe Room : S\$180++ per room per night inclusive breakfast and wifi for 01 person		<input type="checkbox"/> Sentosa Room : S\$195++ per room per night inclusive breakfast and wifi for 01 person	
Special Requests/Remarks :			
MODE OF PAYMENT (Please select preferred method of Payment)			
*ORDER WILL ONLY BE FULFILLED UPON FULL PAYMENT RECEIPT			
<input type="checkbox"/> Bank Transfer Please make payment in SGD to the following: Account Name: PAMELA PROP – REVENUE ACCOUNT Bank Name: CIMB BANK BERHAD Bank Address: Raffles Place Branch (50 Raffles Place, #09-01, Singapore Land Tower, Singapore 048623) Account No: 2000656073 Bank Code: 7986 Branch Code: 001			
<input type="checkbox"/> Credit Card Payment – Online Payment Link will be sent through to the email address provided Credit Card Type: MASTERCARD / VISA			

The rates above are quoted in **Singapore Dollars (SGD)** and is **exclusive of prevailing taxes and service charge**. The rate is based on **per room per night** basis with each room at a maximum of 2 adults' capacity. (++) denotes 10% service charge and thereafter 7% goods and service tax.

CANCELLATION /NO SHOW POLICY

- A cancellation charge equivalent to one night room charge is applicable in the event of cancellation for each confirmed reservation.
- Any cancellations made within 72 hours of arrival and no shows on day of arrival is subject to full cancellation charge based on the total length of stay as per original room reservation request.

BOOKING TERMS & CONDITIONS

- Room rate and category is subject to availability upon booking confirmation.
- Preferential rates are valid to event delegates for stays till 02 Dec 2022. Any stay requests after 02 Dec 2022 will be subject to best available rates.
- Full payment is required upon booking confirmation via the payment modes listed above
- Rates above is valid till 22 November 2022, any requests received after this date is subject to best available rates.
- Hotel check in time is after 2pm and check out time is at 12pm local time. For any early check in, an additional night charge is applicable. Any extension up to 6pm will be charged at 50% off the daily room rate and extension after 6pm is based on a full day room rate.