



Hotel Express Reservation Form

Joint International Symposium on Deformation Monitoring
(Hong Kong Polytechnic University – Department of Land Surveying & Geo-Informatics)
November 1 – 4, 2011

To: Harbour Grand Kowloon – Ms. Carolina Sham, Senior Sales Manager – MICE
20 Tak Fung Street, Whampoa Garden, Hung Hom, Kowloon, Hong Kong
Dir tel: (852) 2996 8037 Dir fax: (852) 2180 4043
Email: carolinas@harbourgrand.com

Please make the following reservation by completing required information at below:

Guest Details:	Surname: (Mr. / Mrs. / Ms.)		
	First Name:		
	Company:	Country base:	
	Telephone:	Email:	
Arrival Date:		Arrival Flight / Time:	ETA:
Departure Date:		Departure Flight / Time:	ETD:
Room type and Rate (please ✓ when appropriate)	Run-of-the-house @ HK\$1,600 <input type="checkbox"/>		
	King size bed <input type="checkbox"/>	Twin beds <input type="checkbox"/>	
	Smoking floor <input type="checkbox"/>	Non-smoking floor <input type="checkbox"/>	
	* The above room rate is subject to 10% service charge and prevailing government tax (currently 0%) per room per night		
	* Confirmation of bedding and non-smoking floor are subject to hotel availability		
Privileges:	Special daily buffet breakfast at HK\$140 + 10% service charge per person at The Promenade, G/F; Welcome fruit plate; Complimentary daily local newspaper; Free local call (except calling card & toll free calls); 20% discount on laundry, pressing & dry cleaning (Except express service); 20% discount on selected services at Business Center, 3/F (Except interpretation, translation and secretarial service); Free use of Fitness Centre & swimming pool; Complimentary two bottles of distilled water with daily replenishment		
Guarantee:	Credit Card Holder Name:		
	Credit Card Type / Number:		
	Expiry Date:		
	*** Booking will not be processed without credit card details for guarantee purpose		
Payment:	*All room charges and incidental expenses will be settled by individual guest upon his / her departure.		
Cancellation:	For any no-show, date amendment or cancellation notification made after September 30, 2011 , a penalty of full staying period (3 nights) room charge will be responsible by the above credit card holder		
Arrival Transfer: (please ✓ when appropriate)	* Please contact our Airport Representative at Arrival Hall B , counter B05a for transfer service		
	Shuttle Bus: HK\$130 (single trip) <input type="checkbox"/>	HK\$260 (round trip) <input type="checkbox"/>	per person
	Limousine: HK\$600 (single trip) <input type="checkbox"/>	HK\$1,150 (round trip) <input type="checkbox"/>	per car
	*From 0030-0530hrs, an additional service charge of HK\$150 per hour per trip will apply and in the event of no-show of cancellation given less than 3 hours, customer shall pay full charge of the pre-booked limousine.		
	*Airport Shuttle Service is provided based on fixed time schedule.		
Deadline	Room confirmation & special rates are subject to availability for all reservations made after September 30, 2011 . Any reservation made after this date is subject to hotel availability and ad-hoc room rate may apply. Please forward your request to Ms. Carolina Sham either by email or fax as stated above.		

Hotel address
Harbour Grand Kowloon
20 Tak Fung Street, Whampoa Garden, Hung Hom, Kowloon, Hong Kong
Tel: (852) 2621 3188
Fax: (852) 2621 3328

For office use only
The above booking
is confirmed