

## HOTEL RESERVATION FORM – The Swissotel Le Concorde, Bangkok

### ICSEC 2017 and IA 2017

**14-18 November, 2017**

Please complete this form and return to E-mail: [reservation.bangkok@swissotel.com](mailto:reservation.bangkok@swissotel.com)

Room Type	Benefit
<p><b>1.Swiss Premier Room (size 40 sqm)</b></p> <p><input type="checkbox"/> <b>Single occupancy</b>      <b>Baht 2,800++/room/night</b></p> <p><input type="checkbox"/> <b>Twin occupancy</b>      <b>Baht 3,100 ++/room/night</b></p>	<ul style="list-style-type: none"> <li>Daily Buffet Breakfast</li> <li><b>Complimentary Wi-Fi throughout public area and Broadband in room</b></li> <li>Welcome drink and fresh fruit</li> <li>Complimentary usage of fitness center and swimming pool</li> <li>Complimentary daily newspaper</li> <li>The room rate is subject to 10% service charge and 7% government tax</li> </ul>

**Family Name** \_\_\_\_\_ **First Name** \_\_\_\_\_

**Company Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Facsimile** \_\_\_\_\_ **Email** \_\_\_\_\_

**Arrival Date** \_\_\_\_\_ **Flight No.** \_\_\_\_\_ **Time** \_\_\_\_\_

**Departure Date** \_\_\_\_\_ **Flight No.** \_\_\_\_\_ **Time** \_\_\_\_\_

**Special Request** \_\_\_\_\_

**Airport Transfer:**

**Suvarnabhumi Airport - Hotel**

Toyota Camry (max. 3 person)      THB 1600.-net/car/way

**Hotel - Suvarnabhumi Airport**

Toyota Camry (max. 3 person)      THB 1600.-net/car/way

**MEET and GREET" (For Arrival at Suvarnabhumi Airport)**

Please use the exit "B" after retrieving your baggage from Luggage Belt 07 - 16

Please use the exit "C" after retrieving your baggage from Luggage Belt 17 - 23

Our Hotel Staff will display the placard "**Swissotel Le Concorde**" at **Gate 5**, not showing Guest name in accordance to Airport regulation for Security reasons.

In the event that you are unable to locate our staff, please contact **Thai Hotel Association (THA) Desk** or you may call to the Hotel at Tel. 02-6942222 Ext.1110 for Concierge Service.

**No-show:** In the event of a No-Show, a 100% of the Limousine charge will be applied accordingly

All bookings are required to be guaranteed by a major credit card or a deposit for the first night is kindly required to be paid to the hotel prior to the major arrival date.

Card Company \_\_\_\_\_ Card No. \_\_\_\_\_

Expire Date \_\_\_\_\_ Name of Cardholder \_\_\_\_\_

Date \_\_\_\_\_ Signature of Cardholder \_\_\_\_\_

Delegates may cancel their reservation by notifying the hotel **72 hours** before the scheduled arrival date. In the event that cancellation is not notified to the hotel as set forth herein, the hotel will charge the equivalent of charges for one night's accommodation from their credit card or prepaid deposit. All reservations may be considered guaranteed and confirmation will be faxed to you.

**CONFIRMATION OF BOOKING BY THE HOTEL**

Confirmed by \_\_\_\_\_ Signature \_\_\_\_\_  
Booking No. \_\_\_\_\_ Date \_\_\_\_\_