

# HOTEL RESERVATIONS

## DEADLINE: IMMEDIATE

- Orient Explorer (S) Pte Ltd is Maritime Vietnam appointed travel agent. Hotel reservations and arrangements are the sole responsibility of exhibitors, visitors and delegates
- Room reservations are confirmed with **1 night deposit** make payable to Orient Explorer (S) Pte Ltd and balance amount by **15 January 2009**.
- In the event that your travel dates change after submitting this form, please notify Orient Explorer immediately.
- Reservations received after the deadline is subject to room availability and revised rates.
- Rates are valid only from **22 – 28 February 2009**

### Cancellation / No Show Policy

- A cancellation equivalent to one night cancellation room charge for each confirmed reservation is levied in the event of cancellation.
- Any cancellation made after **15 January 2009** or after guest check-in is subject to **FULL CANCELLATION CHARGE** based on **FULL LENGTH OF STAY** as per original room reservation request.

*For payment by telegraphic transfer, when making payment please quote the following bank account:  
Bank Account No: 038-1185-028  
Citibank Singapore Ltd  
Capital Square Branch, Singapore  
Swift Code : CITISGSG  
Attn: **Orient Explorer (S) Pte Ltd***

Please select your preferred choice:

Official Hotel	Travel Time to Exhibition Site	Room Rate (Single)	Room Rate (Twin)	Breakfast Rate	No. of rooms Required
<b>DISTRICT 1</b>					
Caravelle Hotel	30 Mins	USD 270++	USD 290++	Incl of Breakfast	
New World Hotel Saigon	25 Mins	USD 240++	USD 255++	Incl of Breakfast	
Duxton Hotel Saigon	25 Mins	USD 195++	USD 210++	Incl of Breakfast	
Elios Hotel	30 Mins	USD 100++	USD 100++	Incl of Breakfast	
Vien Dong Hotel	30 Mins	USD 95++	USD 105++	Incl of Breakfast	
<b>DISTRICT 5</b>					
Windsor Plaza Hotel	15 Mins	USD 190++	USD 190++	Incl of Breakfast	
Hotel Equatorial	15 Mins	USD 170++	USD 170++	Incl of Breakfast	
Dong Khan Hotel	15 Mins	USD 80++	USD 80++	Incl of Breakfast	

Note :

- Rates quoted are subject to 5% service charge and 10% VAT
- 1 way shuttle transfer to exhibition site during 25 – 27 February 2009
- Exchange rate US\$1 = S\$1.55

### **PAYMENT & CREDIT CARD DETAILS** (note: payment by telegraphic transfer or credit card is subject to 3% admin fee)

Amex
  MasterCard
  Visa

Card no.:

Expiry Date:

Cardholder's name:

Amount:



**Bank draft** make payable to **Orient Explorer (S) Pte Ltd**

Signature:

**COMPLETE DETAILS IN FULL**

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<b>Name of Guest:</b>				<b>Organisation:</b>	
<b>Address:</b>					
<b>Tel. No:</b>	<b>Fax No.:</b>	<b>Email:</b>			
<b>Hotel:</b> _____ (1 <sup>st</sup> choice) _____ (2 <sup>nd</sup> choice) _ _____ (3 <sup>rd</sup> choice)					
<b>Arrival Date:</b>		<b>Arrival Time:</b>			
<b>Flight No:</b>					
<b>Departure Date:</b>		<b>Flight No:</b>		<b>Departure Time:</b>	
<b>Room Type:</b>	<input type="checkbox"/> Single	<input type="checkbox"/> Double	<input type="checkbox"/> Twin	<input type="checkbox"/> Non-Smoking	<input type="checkbox"/> Smoking

**Return to:**  
**IIR Exhibitions Pte Ltd**  
**205 Henderson Road, #03-01 Henderson Industrial Park,**  
**Singapore 159549**  
**Tel: + 65 6319 2668**  
**Fax: + 65 6319 2669**  
**Email: [maritime.operations@iirx.com.sg](mailto:maritime.operations@iirx.com.sg)**

**Contact:**  
 Francisca ANG