

**Please send the completed form to
Group Reservations Department on or before
Friday 1 November 2013 6:00pm (Macao Time)
Email: holidayinncotai.grpres@ihg.com
Phone: (853) 8113 9911
Fax: (853) 8113 9913**

澳门金沙城中心假日酒店
Holiday Inn Macao Cotai Central
金沙城中心 澳门路氹金光大道
At Sands* Cotai Central
Cotai Strip*, Taipa, Macao SAR
T: +853 2828 2228 | F: +853 2828 2299
www.holidayinn.com



Event Name ASIS International Annual Meeting 2013
Event Date 1 December 2013 – 5 December 2013

Guest Name	(Mr./Mrs./Ms.)		
	Circle one	Last Name	First Name
Company	_____		
Title	_____	Telephone	_____
			Country code/area code/number
Email	_____	Fax	_____
			Country code/area code/number
Arrival Date	_____	Departure Date	_____
Room Type	Superior Room – King Bed	Group Rate	HKD/MOP 1,100.00 3 rd & 4 th December 2013
Special Request	_____	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non Smoking

- Group Rate is in HKD/MOP for room only and in both single/double occupancy, on per room per night basis including **complimentary in room wifi**
- Rollaway bed is only be accommodated in a king-bedded room type at HKD/MOP 250+15% per person per night. Confirmation is subject to hotel availability.
- Hotel check in time is from 3:00pm and check-out time is by 11:00am.
- Special Requests are subject to availability.
- The group rate offered is based on 3rd & 4th December 2013 only and subject to limited space availability
- Should additional accommodation nights be required, a reservations agent will contact you with the quotation prior to confirmation
- Guest room availability will be offered on first come first serve basis
- Buffet breakfast is available in the Grand Orbit restaurant at HKD/MOP 178+10% service charge daily, on a consumption basis. No pre-arrangement necessary.

GUARANTEE & CANCELLATION POLICY

- All reservations of accommodation must be guaranteed by a nominated credit card, please fill in the Credit Card information for booking confirmation.
- Your signature below authorizes Holiday Inn Macao Cotai Central to charge the total amount above to the credit card provided once the booking is confirmed. Holiday Inn Macao Cotai Central will charge the total amount of accommodation by Friday, 1st November, 2013 6:00pm Macao local time whichever is sooner. The charged amount is non-refundable, unless approved by ASIS International.
- Hotel confirmation. will be provided within 3 business days via facsimile or email as provided by the guest
- If the detailed reservation form is not complete, our Group Reservations Department will contact you by phone or email for details and confirmation.
- Cancellation or amendment of reservation must be made by Friday 1st November at 6:00pm, otherwise full cancellation fee will be applied without further notice.

Visa Master Card American Express Diners Club CUP

Credit Card Number _____ Expire Date _____

Signature _____ Date _____

**** Please attach a clear and legible photocopy of the FRONT and BACK of the credit card ****

HOTEL USE ONLY

Confirmed Confirmation No. _____ Not Confirmed

Acknowledged by _____ Date Confirmed _____