



BEST WESTERN Grand Hotel
華麗酒店

To : Best Western Grand Hotel
Attention : Irene Lo – Assistant Director of Sales - Corporate
E-mail : adoscorp@bestwesterngrandhotel.com
Fax Number : (852) 2730 9936
Subject : **HKMS 25th Anniversary Conference on East Asia & Western Pacific
Meteorology and Climate**

Dear Sir,

Best Western Grand Hotel is pleased to offer a Super-Save Rate at **HK\$800*** for single/double occupancy which **subject to** 10% service charge per room per night under Superior room category & **HK\$80** per person per meal of buffet breakfast for those guests who join the captioned conference held by HKMS for coming November 2013. For reservation, please fill in the reservation form as below and return to us for confirmation.

* *Kindly make the reservation on or before **1 October 2013**. All reservations are subject to room availability and hotel's confirmation.**

Part I – To be completed by accommodation application Date: _____
 { } *Reservation* { } *Adjustment* { } *Cancellation*

Guest Name : _____

Arrival Date : _____ Arrival Flight _____

Departure Date : _____ Departure Flight _____

No. of room (s) : _____ Breakfast (s) : _____ (pax) Special Request (s) _____

Airport Shuttle Bus : Yes () HK\$130 per trip per person (one day in advance) No ()

Credit card Number : _____ Expiry Date _____

For Guarantee Purpose *Cancellation only accepted 7 days prior to arrival, otherwise one night room rental will be charged as penalty*

Name of Application : _____ Signature : _____

E-mail : _____ Fax : _____

Part II - To be completed by Hotel

{ } *Reservation Accepted* { } *Reservation Rejected / Reason* _____

Room Rate : _____ Remarks : _____

Signature: _____ Date : _____