***Hotel reservation for***

***SPE Foams 2023***

***Oct. 17 –20, 2023***

Attention: CAESAR PARK HOTEL TAIPEI –Sales & Marketing Dept. Ms. Kitty Hsu

Tel: 886-2-2311-5150 ext.2424 Fax: 886-2-2312-2180 E-mail: kitty\_hsu@caesarpark.com.tw

□ New Booking □ Amendment □ Cancellation Date : / /

|  |
| --- |
| **Guest Details (Please TYPE or PRINT Clearly in CAPITAL LETTERS)** |
| Salutation: □ Mr. □ Mrs. □ Ms. □ Dr. □ Prof.Surname: First Name: Company Name: Tel: Fax: E-mail: Nationality: Birthday (mm/dd/yy): Arrival Date (mm/dd): Flight No : Arrival Time: Departure Date (mm/dd): Flight No : Departure Time:  |
| **Room Type**  |
| * **Metro Single room**
 | NT$ 4,000+10% service charge (with one daily buffet breakfast)  |
| * **Metropolis Twin Room**
 | NT$ 4,750+10% service charge (with two daily buffet breakfasts)  |
| * **Above rates are inclusive of 5% VAT and 10% service charge**
* Official check-in time is at 15:00 p.m. and check-out time is at 12:00 p.m.. Check-in require prior to 12:00 p.m. will subject to additional one night room charge.
* The Hotel will send a written confirmation upon receipt of the completed form.
* Rooms are available on a first-come, first served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
 |
| **Airport Transportation** (from Taoyuan airport to hotel) |
| □ Not required□ YES, NT$1,880net per trip per limo, share car with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (maximum 2 people)\*Limousine service must be guaranteed by credit card and changes to arrival time notified at least 3 hours in advance to avoid a "No Show" charge. |
| **Payment Details** |
| Credit Card: □ VISA □ MasterCard □ American Express □ JCB  |
| Card No:  | Expiry Date: / (MM/YY) |
| Card Holder Name (printed):  | Security Code: □□□ |
| Authorized Signature:  | Date:  |
| * No reservation will be accepted without credit card details. In case of no-show on the arrival date or cancellation within 72 hours of the arrival date, one night deposit will be charged.
 |

**Please return this form by the deadline date of Sep. 20, 2023. Please do not hesitate to contact us if you have any inquiries.**