

**SwissCham Ball on 25<sup>th</sup> March 2017 – Pudong Shangri-La, East Shanghai**  
**Hotel Reservation Form**  
**(24<sup>th</sup> -26<sup>th</sup> March 2017)**

**(Please type and send back to Pudong Shangri-La, East Shanghai at:  
[reservations.slp@shangri-la.com](mailto:reservations.slp@shangri-la.com))**

<input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Ms	First Name _____	Family Name _____
Company _____		
Title _____	Email _____	
Tel _____	Fax _____	_____
Address _____		
_____		Country _____

**Arrival and Departure Info**

Check in date _____	Flight _____	ETA _____
Check out date _____	Flight _____	ETD _____

**Room Reservation**

Room Preference	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-Smoking
<b>Tower 1: River Wing</b>	<b>Single Occupancy</b>	<b>Double Occupancy</b>
Deluxe Room, River Wing	<input type="checkbox"/> RMB1,300	<input type="checkbox"/> RMB1,500

- The above room rates are net inclusive of 10% surcharge & 6% VAT
- The above room rates are inclusive of daily buffet breakfast to be consumed at Yi Café (Level 2 of Grand Tower)
- Room assignment will be subject to first come first served basis & subject to availability upon making room reservation

**Airport Transfer**

Transfer Required	<input type="checkbox"/> Arrival Pick up	<input type="checkbox"/> Departure Transfer
S Benz-S	<input type="checkbox"/> Hong Qiao Airport @RMB600	<input type="checkbox"/> Pudong Airport @RMB 800

One-way rate per car @3 persons max. Airport transfer may only be confirmed with flight details, above price for 2017 is subject to change without Prior notice

**Passport Details**

Passport No _____	VISA No _____
Date of Issue & Validity _____	Place of Issue _____

**Credit Card Details**

Credit Card No. _____	Expired Date _____
<input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> Master Card <input type="checkbox"/> DC	Authorized Signature _____

**Hotel Use Only**

Reservation confirmed by _____	Reservation No. _____
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Reservations should be made directly with Pudong Shangri-La by returning this form via email to [reservations.slp@shangri-la.com](mailto:reservations.slp@shangri-la.com) or fax to **+86 21 6882 0160** on or before **20 March 2017**. All reservation request will be subject to room availability basis. Special group rate has been arranged for all participants; in order to avail of this rate, please do not course your reservation thru a travel agent. The above credit card number will serve to guarantee the room reservation and authorize Pudong Shangri-La to charge. In case of no-show, a full duration cancellation charge will apply. Our Reservation Department will be re-sending the same form thru fax as an acknowledgment and confirmation of the room reservation. Hotel rooms are available for guest check-in after 2.00PM. Check out time is 12.00 noon. No booking would be confirmed without credit card details.

For any questions on room reservations, please contact:

**Reservation Agent, Pudong Shangri-La Shanghai**

**Tel: +86 21 6882 6888 | Fax: +86 21 6882 0160 | Email: [reservations.slp@shangri-la.com](mailto:reservations.slp@shangri-la.com)**