



The Royal Garden

Kowloon, Hong Kong

(SUBSIDIARY OF SUN HUNG KAI PROPERTIES LTD.)

ROOM RESERVATION / CONFIRMATION FORM

To : The Royal Garden Reservations: (852)2733 2828
 Attn : Ms Brenda Fung Facsimile:(852) 2311 9045 Telephone: (852) 2733 2051
 From : The Hong Kong Polytechnic University – Department of Computing
 Sub : **The Third Int'l Conference on Image & Graphics 2004 (ICIC 2004) 18-20
 December 2004**

Name of Guest : Mr/Ms _____ (First Name) _____ (Surname)
 Mr/Ms _____ (First Name) _____ (Surname)

Arrival Date : _____ (mm/dd/yy) Departure Date : _____ (mm/dd/yy)
 Arrival Date : _____ (mm/dd/yy) Departure Date : _____ (mm/dd/yy)

Room Type No. of Room(s)
 Standard Room _____ King Bed / Twin Bed / Smoking / Non-smoking

Room Rate : **HK\$600.00** *(The above is subject to 10% service charge and 3% government tax and based on the room availability)*

Breakfast : _____ **HK\$110.00 nett** *The above rate is inclusive of 10% service charge

Airport : Limousine : * HK\$430.00 per car per trip Flight No: _____
 Transportation : Shuttle Bus : * HK\$120.00 per pax per trip Arr Time: _____
 * Please "✓" if applicable .

Payment : On guest's own account

Credit Card Details : Name of Card Holder : _____
 Credit Number : _____
 Expire Date : _____ (mm/yy)

Visa Master AMEX Other: _____
 * Please "✓" if applicable.

Privileges : - Welcome fruit basket
 - Daily newspaper
 - Complimentary use of sky pool, gym, sauna and Jacuzzi
 - Complimentary use of in-room tea/coffee making facilities

For Non Guarantee Reservation, room will be released automatically after 18:00hrs.
For Guaranteed reservation, there is any late cancellation less than 48 hrs prior of the arrival date or no-show; one night room charge will be subject according to the hotel policy.

Confirmed by
 The Royal Garden

Contact Person Information

Tel: _____
 Fax: _____
 Email: _____

 Brenda Fung
 Senior Sales Manager
 Date: