

RESERVATION REQUEST FORM

Global Symposium on Ageing 2017

22-23 October 2017, Seoul, Korea

Please complete this form with all requested information and return it to Secretariat by e-mail (preferred) or fax.

Reservation Info: Mr. Sang Ho, Lee/E-mail: marketing@hotelpresident.co.kr / Tel: +82 2 753 3131 /+82 2 779 7111

A. Guest Information			
First Name	Last Name	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	
Passport No.	Country		
Phone	E - Mail		
Accompanying Person	Last :	First :	

B. Accommodation			
Check-in Date	Check-out Date	No. of Nights ()	
Flight Info.	Early Check-in	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Check-in Time:	Special Request	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-smoking
Facilities	Free Wi-Fi, Business Center, Restaurant (Korean, Japanese, Western), Buffet, Bar, Coffee Shop, Bakery		

C. Hotel Rates			
Room Type	Number	Rate(KRW)	
<input type="checkbox"/> Standard Double Room (One King Bed)	()	150,700	Including breakfast for 1 person
<input type="checkbox"/> Deluxe Double Room (One King Bed)	()	161,700	Including breakfast for 1 person
<input type="checkbox"/> Add Breakfast (Per Person)	()	18,700	Non Refundable

► Information Notice

1. All rates are included 10% tax.
2. Rooms will be assigned on a first-come first-served basis.
3. **All rates are based on Korean Won.**
4. Check-in time is 14:00 and check-out time is 12:00.

D. Payment Information			
Payment Info	<input type="checkbox"/> Master	<input type="checkbox"/> Visa	<input type="checkbox"/> Amex <input type="checkbox"/> Diners Others ()
Card Number		Expiry Date	
Name on Credit Card		Signature	

D. Cancellation and Refund Policy

. The **Special room rates** will be offered to Conference Participants by **30th of September, 2017**. After that, Conference Participants should reserve individually with the **Original room rates**.

. Cancellation must be made at least 7 days prior to your arrival in order to avoid cancellation penalty

- Cancellation after 7 days prior to arrival: 50% of 1night charge (Tax Included).
- Cancellation after 2 days prior to arrival: 1night charge (Tax Included)
- No-Shows : 1night charge (Tax Included)

E. Extension of stay

.For any additional nights, the contract rate indicated above will be applied.

.However, additional reservation requests will be subject to room availability of the hotel.

HP HOTEL PRESIDENT

SEOUL, KOREA

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