



# 台北馥華商旅南港館 TAIPEI FORWARD HOTEL-NANGANG BRANCH

## 2017 Conference on Health and Development

### 訂房單 Reservation Form

公司名稱 Company Name		訂房序號 Reservation No.	
住客姓名 Guest Name	1	訂房者 Contact Person	
	2	聯絡電話 Contact Number	
	3	傳真號碼 Fax Number	
	4	付款方式 Payment	<input type="checkbox"/> 客人自付 Pay by Guest <input type="checkbox"/> 公司付款 Pay by Company
E-MAIL Address			

#### 【訂房資料 Room Reservation】

入住日期 Check-in Date	2017 June _____		退房日期 Check-out Date	2017 June _____	
房間型態 Room Type	客房間數 No. of room	房價 Room Rate	房間型態 Room Type	客房間數 No. of room	房價 Room Rate
Standard Double bed Room (No Window)		NT\$2,200	Elite Double bed Room		NT\$2,600
Business Twin-beds Room (No window)		NT\$2,400	Elite Twin-beds Room		NT\$2,600
Business Double bed Room		NT\$2,400	Forward Suite (Twin-beds or Double bed)		NT\$3,600

#### 【接送機服務 Airport Shuttle Service】

接機日期 Pick-up Date		抵達時間 Arrival Time
送機日期 Drop-off Date		起飛時間 Departure Time

#### 【信用卡保證訂房 Credit Card Guaranteed】

Amex    Visa    Master Card    JCB

信用卡卡號 Credit Card No.		信用卡到期日 Expiry Date	
持卡人 Card Holder's Name		簽名 Signature	

#### 【注意事項 Notes】

1 房價皆包含10%服務費，5%稅金,每日早餐及客房網路使用。Rates include 10% service, 5% tax, daily breakfast. and internet access.

2 入住時間下午15:00，退房時間為12:00，房間保留時間至住房當日晚間18:00整，若需延後請特別註明。

\*Check-in time is from 15:00 & check-out until 12:00. The room will be kept until 18:00 on the check-in date unless any previous requests.

3.1-4人接機費單趟NT\$1,500。接機位於第一航廈時，服務人員會在出口處等候；位於第二航廈時則在出口右側。接機牌會寫上住客姓名與航班，現場未見接機人員請與飯店聯絡+886-2-2785-2655。如需取消接機服務，請於航班時間前2小時告知，怠於通知者依價收費。Airport pick-up service & Airport drop-off service at all times is NT\$1500 for 1-4 persons. \*\* Airport shuttle service cancellation policy\*\* Any cancellation needs to be made at least two hours before the landing time; otherwise a cancellation fee would be charged to the guest or the company.\*Terminal 1 - meet the driver in the front of the exit. \*Terminal 2 meet the driver on the right side of the exit.\*\*The hotel's driver will show the placard with the guest name and flight number.\*\*Please call +886-2-2785-2655 if the guest does not see the hotel's driver.