

**ICARCV 2010**  
**7 to 10 December 2010**

**COPTHORNE KING'S HOTEL**  
**SINGAPORE**

To: Ari Othman (Assistant Director of Sales)  
Direct Fax: (65) 6235 1462 Direct Tel: (65) 6318 3107  
Direct email: ari.othman@copthornekings.com.sg

403 Havelock Road, Singapore 169632  
Tel no.: (65) 6733 0011  
Fax no.: (65) 6732 5764

Please return the reservation form by **15 November 2010 (Monday)** directly to the hotel upon completion via fax or email. All room reservations are subject to availability.

<b>COMPLETE DETAILS IN FULL</b>			
Title: _____		Mr / Mrs / Ms / Dr / Prof / Others: _____ (please circle the correct one / specify)	
Given/First name: _____		Family/Last name: _____	
Company Name: _____		Job Title: _____	
Address _____			
Passport Number: _____		Date of Birth: _____	
Contact Details Tel: _____		Fax: _____	E-mail: _____
<b>ROOM CATEGORY (subject to availability)</b>		<b>ROOM RATE</b>	
<input type="checkbox"/> Superior Room (Inclusive of 01 daily buffet breakfast & internet broadband)		<b>S\$215.00++ per room per night</b>	
If required, additional buffet breakfast can be arranged at S\$20.00++ per person per day <span style="float:right">o Yes    o No</span>			
Check in: _____		Flight Details: _____	
Check out: _____		Flight Details: _____	
Room Preference: <input type="radio"/> Queen-Size Bed		<input type="radio"/> Twin-Bed	
<input type="radio"/> Non-Smoking Room		<input type="radio"/> Smoking Room (Request is subject to availability)	
<b>CREDIT CARD GUARANTEE</b>		<b>CARD TYPE: AMEX / MASTER CARD / VISA / DINERS / JCB</b>	
Card No: _____		Expiry Date (mm-yy): _____	
Cardholder's name on credit card: _____		Cardholder's Signature: _____	

**Note / Terms & Condition:**

- Rates quoted are subject to 10% service charge and 7% Goods & Services Tax (GST).
- All reservations must be guaranteed by credit card for the full duration of stay booked. Any cancellation thereafter will be subject to a one-night cancellation charge.
- All cancellations made after 02 December 2010 will be charged a cancellation charge based on one night stay.
- All "no-show" guests will be charged for the entire duration of stay.
- Check-in time is 1400hrs. Check in before 1400hrs is subject to room availability unless the room is pre-blocked one night in advance, for which the charges of an additional full day will be levied at the confirmed rate.
- Check-out time is 1200hrs. All late check-out requests after 1200hrs are subject to availability. A 50% discount off the existing room rate will be levied for late check-out by 1800hrs and a full day charge will be levied after 1800hrs.
- The rate quoted is specially meant for this group only. Rate is applicable on 6, 7, 8, 9 & 10 December 2010 only and may not be applicable for pre and post reservations. It also cannot be used as a future reference to other bookings.

*Please note that without receiving the room confirmation from the hotel, the above reservation will not be valid.*

**OFFICIAL USE ONLY:**

<input type="checkbox"/> Reservation is CONFIRMED. Confirmation Number: _____	<input type="checkbox"/> Unable to confirmation reservation.
Attended by: _____	Date: _____