



**CEIBS: The 7th Prestige Brands Forum 2015**  
**Hotel Booking Request Form May 29-30, 2015**

**Reservation Department (1376 Nanjing Xi Road)**  
**Fax – 86 21 6279 8772 Telephone – 86 21 6279 8700**  
**Email: rc.sharz.group@ritzcarlton.com**

**Please complete the form below in order to reserve your accommodation. The rate offered here is only for the exclusive use of the participants of the above group.**

**One night deposit for each room booked must be guaranteed with a credit card when submitting your registration form.**

**Cut off date for the room booking is May 19, 2015. Booking received after this date will be subject to availability at the time of request.**

Guest Name (Mr./Ms./Mrs.)  
Circle one Last Name First Name

Company \_\_\_\_\_ Position \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Country code/area code/number Country code/area code/number

**I require the following room/s as indicated:**

ARRIVAL DATE \_\_\_\_\_ DEPARTURE DATE \_\_\_\_\_

- Deluxe Room:**       CNY 1,100 (Single) + 15% surcharge per room per night  
                          CNY 1,300 (Double) + 15% surcharge per room per night  
                          Non-smoking                       Smoking

- Hotel check in: 1400hr/ check out: 1200noon. Any early check in or late check out will be subject to room availability and additional room charges.
- Above Deluxe room rates are inclusive of (1 or 2) daily American Buffet Breakfast and valued at CNY 238+15% per person to be consumed at hotel designated area.

**FLIGHT/TRANSFER**

ARRIVAL FLIGHT INFO/TIME \_\_\_\_\_ DEPARTURE FLIGHT INFO/TIME \_\_\_\_\_

Please tick car type and encircle appropriate Airport.

- Limousine: CNY 588+15% for Hong Qiao Airport & CNY 888+15% for Pu Dong International Airport.
- Rate per car / 1 way. Max 3 persons per car. Airport transfer may only be confirmed with flight details.

**I authorize The Portman Ritz-Carlton, Shanghai to charge on my credit card for the deposit for one night's stay. I understand full duration room charge for no show or cancellation made within 7 days prior to the arrival date will apply.**

Name of card Holder: \_\_\_\_\_  
 VISA       Master Card       American Express       Diners Club       JCB

Credit Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**HOTEL USE ONLY**

Confirmed Confirmation Number: \_\_\_\_\_       Not Confirmed  
Acknowledged by \_\_\_\_\_      Date Confirmed \_\_\_\_\_