# FORM 10: HOTEL RESERVATION FORM

Deadline**:** August, 20th 2020

**Company Name:**  Booth No.:

We would like to book accommodation at (name of hotel) ………………………………… as the below details:

**Guest Name:**

**Room Type:** Double Room □ Twin Room □

**No. of Room:**

**Arrival Date:** No. of Guest:

**Departure Date:** Flight No.:

**Special Request:** Flight No.:

**TOTAL BOOKING:** …………. rooms x ……..… nights x USD ……..… / night = USD …………………………

**PAYMENT:** Take payment by cash onsite or Banking transfer

**HOTEL REFERENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Official Hotels** | **Cost Per Room/Night** | **Details** | **Website** |
| **Capri by Fraser Hotel Residence (\*\*\*\*)** | **No. 2, Street C, Tan Phu Ward, Dist 7- Lot A, New Urban South City, HCMC** | | |
| Studio Deluxe Double | USD 95 nett | 1 Min by walking to SECC | www.capribyfraser.com/ |
| Studio Deluxe Twin | USD 105 nett |
| **Ibis Saigon Hotel (\*\*\*)** | **73 Hoang Van Thai, Tan Phu Ward, Dist. 7, HCMC** | | |
| Standard Double | USD 85 nett | 5 Min by walking to SECC | [www.ibishotel.com](http://www.ibishotel.com) |
| Standard Twin | USD 95 nett |
| **La Cigale Hotel Residence (\*\*\*)** | **37-39 Khu pho Hung Gia 1, Phu My Hung, Dist.7, HCMC, Vietnam** | | |
| Single Superior | USD 80 nett | 15 Min by walking to SECC |  |
| Double Superior | USD 90 nett |

**Note:**- Hotel check in time is 14:00 and check out time is 12:00 noon.  
- Please confirm the booking by returing acknowledge and signature.

**Terms and conditions**

• Please email all orders and enquiries to [**service@adpex.vn**](file:///C:\Users\Ki%20Thuat%2088\Downloads\service@adpex.vn) **and** [**ngoc.adpex@gmail.com**](http://ngoc.adpex@gmail.com)

• Please note that orders are confirmed only when payment is received and an official invoice is issued.

• All confirmed orders are non-refundable and non-returnable.

**Best regards,** **Confirmed by Organizer**

**Guest name (Mr./Ms.)** **Staff name: (Mr./Ms.)**