

**Courtyard Taipei**  
**Hotel Accommodation Reservation Card**  
**2018 POXVIRUS**  
**Saturday, 26 May 2018 – Thursday, 31 May 2018**

Reservations can be made by completing this form and returning it by fax to **Reservations Department, Tel: 886 2 6615 6560, Fax: 886 2 2171 6563 or email: [cy.reservation@courtyardtaipei.com](mailto:cy.reservation@courtyardtaipei.com)**. All rooms will be booked on a first come first served basis. All reservations at the special group rate are confirmed at the time of booking subject to availability, advance booking is recommended. Courtyard Taipei will send a written confirmation upon receipt of this completed form. Courtyard Taipei is built on top of the Nangang Metro, High Speed Rail and Taipei Train Station, making it quick and simple to travel around Taipei City being just four stops away from Taipei's landmark 101

Name	<u>Mr / Ms / Mrs</u> (Circle one)	Last / Family Name	First Name
Title	_____	Company	_____
Telephone	_____	Facsimile	_____
	Country code/ Area code/ Tel#		Country code/ Area code/ Tel#
Email Address	_____		
Arrival Date	_____	Departure Date	_____

**TYPE OF ROOM :**

[ <input type="checkbox"/> ] Superior Room [11pin/36 sqm]	<input type="checkbox"/> <b>Single /</b> <input type="checkbox"/> <b>Double Occupancy</b>	<b>Original Room Rate</b>
	NT\$5,000net / NT\$5,600net	NT\$12,000+15.5%

**ROOM PREFERENCE:**

[  ] 1 KING BED [  ] 2 TWIN BEDS

**Terms & Condition:**

- Above room rates are inclusive 15.5% service charge and government tax per room per night.
- The above room rates are inclusive basic wireless internet connection and American buffet breakfast at one for single occupancy and two for double occupancy, served at Sunrise (7<sup>th</sup> Floor). Additional breakfast is available through Room Service or at Sunrise where International Buffet Breakfast is served, priced at NT\$600 plus 10% service charge per person per day.
- Room preference requirement is subject to room availability upon check-in.
- Cancellations, no shows or shorten stay received after **18:00, Friday, 18 May 2018**, will result one night's room charge as penalty.
- Kindly noted that hotel official check-in time is 15:00 and check-out time is 12 noon.
- Effective 11 January 2009, hotel will comply with government's anti-smoking law. All rooms will be NON-Smoking in the Hotel.

**TAIPEI TAOYUAN INT'L AIRPORT TRANSPORT SERVICES: (Rate is subject to change without further notice)**

- [  ] Guest own arrangement.  
 [  ] Limousine at NT\$2,800net per car per trip from Taipei Taoyuan International Airport to the hotel.

Arrival Flight/Time: \_\_\_\_\_ Departure Flight/Time: \_\_\_\_\_

**I will guarantee my reservation with: (please be advised that reservation will only be confirmed given the following information.)**

- [  ] VISA [  ] Master Card [  ] American Express [  ] JCB [  ] Diners Club

Credit Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

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

<b>FOR HOTEL USE ONLY</b>	
<b>CONFIRMATION ROOM TYPE:</b>	<b>CONFIRMATION #:</b>
<b>REMARK:</b>	<b>CONFIRMED BY:</b>
	<b>DATE:</b>