

Deadline
23 January 2015

HOTEL RESERVATION FORM

City University of Hong Kong, Department of State Key Laboratory of Millimeter Waves
“2015 IEEE International Conference on Computational Electromagnetics (ICCEM)”
(02 – 05 February 2015)

Attn: Harbour Plaza Metropolis – Ester Leung (Senior Sales Manager)

Fax: (852) 3160-6988 Tel: (852) 3160-6807 Email: EsterL@harbour-plaza.com

Harbour Plaza Metropolis ~ 819 guest rooms and suites are designed for guests who expect discreet luxury and modern functionality. Connected to main shopping and entertainment districts, we are next to MTR Hung Hom Station which just 2 stops away from City University. Our free shuttle bus service offers guests a convenient option to Tsim Sha Tsui shopping district within 5 minutes. Hotel recreation: gym, sauna, Jacuzzi, outdoor swimming pool and spa & massage services. For dining, the hotel has outstanding Harbour view restaurants and bar serving International, Japanese, and Chinese cuisine.

Please fill in BLOCK LETTERS:

Name: Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Prof./Dr/ Mr/Ms (First name) _____ (Last name) _____

Contact No. : (Tel) _____ (Fax) _____ (Email) _____

Number of Rooms: _____

Room Rate: **Superior Room (280 sq.ft. with garden / city view)**

() HK\$1,100nett* with in-room Internet access for **TWO** devices

() HK\$1,200nett* with **ONE** daily buffet breakfasts & in-room Internet access for **TWO** devices

** Room rates are inclusive of 10% service charge and prevailing government tax per room per night.*

Special Request: Queen Size Bed Two Single Beds Non-smoking

Arrival Date: _____ Flight _____ Time _____

Departure Date: _____ Flight _____ Time _____

Airport Shuttle: Shuttle bus – HK\$140 per person per trip to/from Airport and Hotel Arrival Departure

Limousine: 4-seats Benz – HK\$650 per car per trip to/from Airport and Hotel Arrival Departure

An additional charge \$150 for the limousine taken within 0030hrs to 0530hrs is required

** Please approach hotel “Pick-up B06” counter for the transportation service in the Airport*

Booking Guaranteed By: Visa Master

Name on Credit Card: _____ Card No. : _____ Expiry Date: _____

Date of Application: _____ Signature: _____

IMPORTANT NOTES:

1. In case of any no-show, amendment or cancellation of room reservation made less than *14 days* prior to your arrival, one night room charge will be debited on your given credit card directly.

2. Payment Method: All guests must settle all payments by cash or credit card upon departure. NO credit facility and credit card by 3rd party for payment is allowed.

3. Rates are on **first-come-first-serve basis**, applicable for **2 days pre and post of the visit** and subject to hotel’s availability.

****HOTEL WILL REPLY YOU WITHIN 3 WORKING DAYS****