

**THE ANNUAL WILLEM C. VIS (EAST)
INTERNATIONAL COMMERCIAL
ARBITRATION MOOT**

CITY UNIVERSITY OF HONG KONG

11-18 March 2018

Hotel Reservation Form



Bishop Lei International House

4 Robinson Road, Mid-Levels, Hong Kong
Telephone: (852) 2868 0828 Fax: (852) 2868 1551
Web Site: www.bishopleihl.com.hk

Please return below reservation form to:

Sales Department / Ms. Elsie Lau
Telephone: (852) 2842 2035 Fax: (852) 2526 6239
Email: blsales@bishopleihl.com.hk

BOOKING DETAILS:

Last Name (Dr. / Prof. / Mr. / Mrs. / Miss.):

First Name:

Arrival Date:

Flight:

Time:

Departure Date:

Flight:

Time:

Contact No.:

Email:

PLEASE RESERVE: (Please tick the appropriate box)

- Standard Double Room at HK\$ 800** (180 sq. ft. with double or twin bed and facing Robinson Road)
 Harbour View Suite at HK\$ 1,210 (280 sq. ft. one bedroom with double or twin bed and facing the harbour)

Preference: Double Twin
 Smoking Non-smoking

Remarks:

* All the above rates quoted are per room per night and inclusive of 10% service charge

* All bookings are subject to availability and final confirmation from the hotel

RESERVATIONS GUARANTEE:

* Please note that credit card with expiry date is required at the time of booking

* Room reservations without credit card details will not be proceed

Visa MasterCard American Express

Card Holder:

Expiry Date:

Card Number:

Signature:

SPECIAL PRIVILEGES & AMENITIES:

- * Free Wireless Broadband Connection
- * Free Daily Newspaper and Maid & Linen Service
- * Free Use of Exercise Room, Reading Room and Outdoor Swimming Pool (close in Winter)
- * Free Use of Shuttle Bus Service to & from Admiralty, Central and Wan Chai District
- * 10% Discount at Terrace Room Restaurant
- * 10% Discount on Mini Bar Items, Laundry & Dry Clean Service and Business Centre Facilities
- * HK\$ 30 Handling Charge Per Call for IDD, Calling Card & Home Direct Call

TERMS & CONDITIONS:

- * Requests received after **09 February 2018** will be accepted subject to availability and at the prevailing rate of the day if the special rate is no longer available
- * Check-in time after 1400 hrs. Check-out time is before 1200 hrs.
- * Guaranteed early arrival should be reserved the night before and charged accordingly
- * Cancellation must be made before 48 hours, otherwise a penalty of one night room charge will be incurred
- * Late amendment to the arrival date within 48 hours of the arrival will incur one night room charge as penalty
- * No-show on the specified date of arrival will be subject to one night room charge as cancellation fee
- * The reservation will be released at 12 hours after the expected date of arrival