

Room Reservation Form

HBV Meeting in 2016

- *Please fill out this form and send it to our reservation department
 *Please write down in printed letters and tick(V) in appropriate boxes.
 *Once you fill it out this form, please send the form via email

◆ Guest Information (☐Prof. ☐Dr. ☐Mr. ☐Ms.)

First Name _____ Last Name _____

Arrival Flight/Time _____ Departure Flight/Time _____

Tel _____ Fax _____ E-mail _____

◆ Accommodations

Name	Room Type	Room Rate (per night)	Date / Period		
			Check-In	Check-Out	Nights
Somerset Palace Seoul	<input type="checkbox"/> Single Room (1DLX)	KRW 154,000			
	<input type="checkbox"/> Double Room (1 DLX)	KRW 154,000			
	<input type="checkbox"/> Twin Room (1 DLX)	KRW 154,000			

- * Please fill out the blank of check in and out date and the nights you would like to stay for.
 * **10% VAT is included on the rate above. No Service charge.**
 * **The above room rate is include an Continental style buffet breakfast (Single for 1 pax/Double, Twin for 2 pax)**
 * The fitness center, Outdoor pool, Outdoor Jacuzzi are free of use.
 * Free use of internet Access (by 10MB / WIFI available)
 * Credit card information should be sent to the SPS for your reservation. In case you are not shown on the day, the whole night which is reserved charge will be forfeited on your card.
 * In case of early departure, the remainder of the night which is reserved will be forfeited on your card.
 * Cancellation within 1 week of arrival will be subject to one night's charge will be forfeited on your card.
 * **In case of early check in or late check out, one night's charge will be added.**
 * **Check-in time is after 3:00 pm and check-out time is prior to 12:00 noon.**
 * **Reservation should be made till 26th August 2016. Otherwise, the reservation can not be guaranteed. In addition, the reservation will be applied by different room rates.**

◆ Credit Card Information for SPS Reservation

In order to secure your Reservation, placing your credit card is required. Please fill out your credit card information as below :

Card Number : _____ Expiry Date : _____ (Month/Year)

Full Name on the Card : _____ Total Amount : _____

Signature : _____ Date : _____

◆ For Special Requests, please write them down (etc. Non-Smoking Room Set up)

◆ Airport Van Pickup (max 3 pax per van)

☐Arrival ☐Departure ☐Both Ways

- Airport Pick up Service: KRW 132,000 per way - Airport Sending Service: KRW 132,000 per way

- All reservation require confirmation by Somerset Palace Seoul

◆ Contact Detail

- Contact Person: Mr. Louis Hwang / Mr. Jimmy Lee

- Phone Number: +82 2 6730 8000 / Email: enquiry.seoul@the-ascott.com

※ Once this form is completed, please send this form via email