



**NATIONAL UNIVERSITY OF SINGAPORE
(DEPARTMENT OF CIVIL ENGINEERING)
“WORKSHOP REC 2010”
(02 to 05 March 2010)**

Attn: Reservation Department

DID: (65) 6739 6412

FAX: (65) 6235 1280

E-mail: reservations.riverfront@furama.com

New Booking
 Amendment
 Cancellation
 (√ Please tick accordingly)

1. Name : Prof/Dr/Mr/Ms _____
 2. Name : Prof/Dr/Mr/Ms _____
 3. Name : Prof/Dr/Mr/Ms _____

Arrival Date : _____ Flight No. : _____ Expected time
 Departure Date : _____ Flight No. : _____ of arrival : _____
 No. of Rooms : _____ No. of Guests : _____ Expected time
 Room Type : _____ Room Rate (Daily) : _____ of departure : _____

Room Type

Room Rates

- Deluxe Single S\$180++ per room per night (Inclusive complimentary 01 buffet breakfast & internet access)
- Deluxe Twin S\$200++ per room per night (Inclusive complimentary 02 buffet breakfast & internet access)
- Executive Single S\$230++ per room per night (Inclusive complimentary 01 buffet breakfast & internet access)

- ❖ All rates quoted are subject to 10% service charge & 7% GST (Good & Services Tax), non-commissionable, on per room per night basis.
- ❖ Reservations and room type are subject to rooms' availability upon confirmation.
- ❖ The hotel reserves the right to charge full duration for any cancellation or shortening of the length of stay.
- ❖ All accommodation room charges including room charge, breakfast and any incidental charges will be on guest's personal account. We will require credit card details of each individual guest at time of reservations for room guarantee. In the event that credit card details are not provided, the Hotel reserves the right to release the rooms. All charges incurred in the duration of stay, will be fully settled upon check out.
- ❖ Check-in time is after 1400hours and check-out time is 1200 hours. For early arrival between midnight and 0700 hours (Singapore Time), please guarantee reservation for the day before. Check in between 0700 to 1400 hours is subjected to room availability on arrival unless otherwise guaranteed for the day before. Late check out after 1200 hours is at half day charge and full day charge applies after 1800 hours (subject to availability).

Remarks : _____

Contact Person : _____ Tel : _____ Fax : _____

GUARANTEE PURPOSES

All reservations must be guaranteed with credit card number & expiry date. For guaranteed reservations, rooms will be held till 12:00 noon the next day. Should notice of cancellation be advised after 01 February 2010, a cancellation charge of the total room revenue will be levied to individual guests' credit card. Should there be any no-show, a no-show charge of the total room revenue will be levied to individual guests' credit card.

Credit Card : AMEX / DINERS / JCB / MASTER / VISA
 Name of Card Holder : _____
 Card No. : _____ Expiry Date : _____
 Signature : _____

FOR OFFICIAL USE

THIS SERVES AS A CONFIRMATION OF THE BOOKING. PLEASE ACKNOWLEDGE RECEIPT OF THE ABOVE RESERVATION:

Confirmation No. : _____
 Confirmed by : _____ Date : _____
 Company's stamp/Signature : _____

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 Website: www.furama.com