

REDmoney
REDmoney Meeting Group/ Block code: G-MSFA
21 - 23 March 2017
Grand Hyatt Beijing Reservation Form

Please return this form by
Wednesday, 01 March 2017.

Group Reservation
Grand Hyatt Beijing
Beijing Oriental Plaza, 1 East Chang An Avenue
People's Republic of China
Phone: 86-10-6510-9505
Fax: 86-10-6510-9846
Email: alvaro.wu@hyatt.com

RESERVATION DETAILS

Check-in Date: _____	Arrival Flight: _____	ETA: _____
Check-out Date: _____	Departure Flight: _____	ETD: _____
Last Name: _____	First Name: _____	
Company: _____	Title: _____	
Booking Contact: _____	Phone: _____	
Fax: _____	Email: _____	

<u>Room Type</u>	<u>Group Rate (Single/Double)</u>	<u>Number of Rooms</u>	<u>Number of Adults/Children</u>
Grand Room	CNY 1,350+ / CNY 1,530+	_____	_____
Grand Deluxe Room	CNY 2,050+ / CNY 2,230+	_____	_____
Club Room	CNY 1,900+ / CNY 2,150+	_____	_____
Club Deluxe Room	CNY 2,300+ / CNY 2,550+	_____	_____
Grand Suite	CNY 2,150+ / CNY 2,330+	_____	_____

Preference: ☐ Extra bed available at CNY180 ☐ Twin
Loyalty Program: ☐ Gold Passport # ☐ Frequent Flyer (Airline / FF#):
Remarks:

- All rates quoted are subject to 15% charge (inclusive of service charge and tax) per room per night basis. Rates are inclusive of buffet breakfast at Grand Café on level 2 or Made In China on level 1 for Grand Room. Guests residing in Grand Club Floor will enjoy breakfast at the Grand Club Lounge on level 17 or Made In China on level 1.
- Twin beds are available only for Grand Rooms and Club Rooms and Grand Suite.
- The above room rates include one/ two buffet breakfast. For Grand Room categories, the breakfast is available at Grand Café or Made in China. For Club Room categories, the breakfast is available at Grand Club Lounge or Made in China. Additional breakfast at Grand Café or Made in China is available at CNY218+ 15% charge (inclusive of service charge and tax).
- If the specific room type is full, we will reserve the next category of rooms available.
- Preferences indicated are not on guaranteed basis but subject to availability.

TRANSPORTATION

Limousine Transfer Required: Audi A6L between the Beijing Capital Int'l Airport and the Hotel can be arranged at CNY700 net per car per way. ☐ Arrival ☐ Departure

RESERVATION GUARANTEE

A credit card guarantee is required at the point of reservation. Any non-guaranteed reservations will automatically be released by **Wednesday, 01 March 2017** without prior notice. Any late cancellation after **Wednesday, 01 March 2017**, no shows and early departures will result in full payment of entire stay. This fee will automatically be charged to the credit card given as guarantee.

Guest Name: _____
Guaranteed by: ☐ Credit Card: AMEX / Diners / JCB / Mastercard / Visa
Cardholder's Name: _____ Signature: _____
Credit Card Number: _____ Expiry Date: _____

TERMS AND CONDITIONS

- To enjoy the room block of REDmoney Meeting Group, this form is required to reach the hotel by **Wednesday, 01 March 2017**. Reservation received thereafter will be confirmed subject to availability at prevailing rates.
- Check-in time is after 14:00hrs. Check-out time is before 12:00hrs. For any guests who would like immediate guaranteed access to their rooms prior to 14:00hrs check-in time, the room should be reserved from the previous evening. This will incur an additional one-night accommodation charge.
- **Any no-show on the specified date of arrival or early check-out on the specified date of departure will be charge for the whole duration reserved as cancellation fee.**
- By providing above mentioned credit card details, cardholder agrees to the reservation guarantee policy.
- We would be delighted to honor the group rate two nights prior to and two nights after the main group dates. However, additional reservation requests will be subject to availability only.

For Hotel Use Only
Confirmation Date _____

Confirmation No. _____