

### InterContinental Saigon

## Park Hyatt Saigon – Hotel Reservation Form

**Please return your booking form until June 14, 2022. Rooms will be allocated on a first-come, first-served basis.**

### Room Reservation Request (Please type or print in capital letters)

Company / Institution \_\_\_\_\_  
 Mr  Ms Last name \_\_\_\_\_ First name \_\_\_\_\_ Nationality: \_\_\_\_\_  
Date of birth (DD/MM/YY): \_\_\_\_\_ Passport Number: \_\_\_\_\_ Date of issue (DD/MM/YY): \_\_\_\_\_  
Street \_\_\_\_\_ P.O. Box \_\_\_\_\_ City \_\_\_\_\_  
Postal code \_\_\_\_\_ Country \_\_\_\_\_ State \_\_\_\_\_  
Tel. (incl. area code & extension) \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_ URL \_\_\_\_\_

In case of sharing a double room, please indicate the details of the second person:

Mr Ms Last name \_\_\_\_\_ First name \_\_\_\_\_ Nationality: \_\_\_\_\_  
Date of birth (DD/MM/YY): \_\_\_\_\_ Passport Number: \_\_\_\_\_ Date of issue (DD/MM/YY): \_\_\_\_\_

### Travel details

Date of check-in\* \_\_\_\_\_ Date of check-out\* \_\_\_\_\_ Number of nights \_\_\_\_\_  
Approx. arrival time \_\_\_\_\_ Approx. departure time \_\_\_\_\_

\* **Please note: earliest possible check-in time is 15:00 and latest check-out time is 12:00 noon.**

### Room type & rate (please check appropriate box)

Deluxe King room (Single)	USD 230.00 per night		
Deluxe King room (Double)	USD 264.00 per night	King Bed	Twin Beds

Above rates are per room, per night, and are **subject to 5% service charge and 8% VAT**. Breakfast and internet access are included. Rates are valid for the period from June 25 (check-in) to July 4, 2022 (check-out) and are subject to room availability. For bookings outside this period the regular room prices become applicable.

### Airport Limousine Service - USD 100.00 per car per way (2 seats, subject to 5% service charge and 8% tax)

<b>Pick up</b>	Yes	No	Number of persons _____	<b>Drop off</b>	Yes	No	Number of persons _____
Arrival Date (DD/MM/YY): _____			Flight number: _____	Arrival time: _____			
Departure Date (DD/MM/YY): _____			Flight number: _____	Departure time: _____			

### Payment, Terms & Conditions

**You will be invoiced for your accommodation by ICEF.** Invoices are payable upon receipt and can be paid either by bank transfer or by credit card. You will find further information on the invoice.

All incidental charges will be payable directly to the hotel who will require your credit card details for this purpose upon check-in. **Please note that the hotel will charge a daily security deposit of USD 100 for your incidentals which will be refunded upon check-out.**

**Check-in/Check-out:** Check-in is at 15:00. For all early check-ins, we strongly recommend that you reserve the rooms the night before in order to guarantee early check-in. Check-out is at 12:00 noon. All late check-outs are arranged based on availability and need to be confirmed by contacting the Front Desk directly. The following late check-out charges apply accordingly:

From 13:00 to 18:00: 50% of one night's room rate / From 18:00 onwards: 100% of one night's room rate.

**Cancellations:** Room cancellations received until May 27, 2022 will be subject to a one night's charge. Cancellations received after this date will be subject to a 100% cancellation fee for your stay.

**Please email to: [icef-asia-providers@icef.com](mailto:icef-asia-providers@icef.com)**