

# Diplomatic Conference on the Protection of Audiovisual Performances

Jun. 20-26, 2012 Beijing, China

## Beijing Jinglun Hotel Reservation Form

Registration No. \_\_\_\_\_

Title: Prof.  Dr.  Mr.  Mrs.  Ms.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Nationality \_\_\_\_\_ Passport No. \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Accompanying Person' Name \_\_\_\_\_ Passport No. \_\_\_\_\_

\*The following room rates are net per room per night and inclusive of breakfast and service charge.

Hotels	Room Level	Single Room	Twin Room	Deposit / Per Night / Per Room
Beijing Jinglun Hotel (4 star)	Standard Room	RMB 700 <input type="checkbox"/>	RMB 750 <input type="checkbox"/>	RMB 700+500 / Per Night / Per Room RMB 750+500 / Per Night / Per Room
	Deluxe Room	RMB 750 <input type="checkbox"/>	RMB 800 <input type="checkbox"/>	RMB 750+500 / Per Night / Per Room RMB 800+500 / Per Night / Per Room
	Business Deluxe Room	RMB 850 <input type="checkbox"/>		RMB 850+500 / Per Night / Per Room
	Executive Room	RMB 950 <input type="checkbox"/>		RMB 950+500 / Per Night / Per Room
	Deluxe Suite Room	RMB1400 <input type="checkbox"/>		RMB 1400+500 / Per Night / Per Room

Check-in Date \_\_\_\_\_ Check-out Date \_\_\_\_\_ Total Nights \_\_\_\_\_

I will share a twin room with another participant.

His (her) name is: \_\_\_\_\_.

### Form of Payment (1<sup>st</sup> night non-refundable deposit is required upon reservation.)

Type of credit card  Visa  MasterCard  AMEX  Diners  others \_\_\_\_\_

Card holder's name: \_\_\_\_\_ Card holder's signature: \_\_\_\_\_

Credit card number: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Authorised amount: \_\_\_\_\_

### \*\*\* Cancellation policy:

- 1) All changes and cancellations must be sent in writing direct to the hotel.
- 2) Hotel confirmation and room rates will be subject to room availability for any bookings made after 15 June, 2012.
- 3) Cancellation less than 5 days before schedule arrival, one night will be charged.
- 4) Total booking will be charged for No-Show.

I will pay:

Deposit only:

RMB \_\_\_\_\_ X \_\_\_\_\_ Room(s) =RMB \_\_\_\_\_

All room costs:

RMB \_\_\_\_\_ X \_\_\_\_\_ Night(s) =RMB \_\_\_\_\_

Subtotal RMB \_\_\_\_\_

Please complete this form and return it before the deadlines to:

Ms. Cindy Zhang

Fax: +86-10- 65926251( reservation office ) / 65942611 ( sales office )

E-mail: zhangwei@jinglunhotel.com