

**China World Summit Wing Accommodation Form For
WIPO Diplomatic Conference / 19 Jun - 26 Jun, 2012**

Please fax or e-mail this form directly to Reservation Department of China World Summit Wing, Beijing
Reservation Fax:86-10-6505-8881 / Telephone: 86-10-8571-6688 / Email Address:reservations.csw@shangri-la.com

Please Revert on or before May 31, 2012

Surname: _____ First Name: _____

Company/ Title: _____

Address: _____

City: _____ Zip Code: _____ Country: _____

Telephone: _____ Fax: _____ E-mail: _____

Accommodations for the participants – Please tick your preferred choice

Executive Room CNY2,000 per night, single occupancy CNY2,200 per night, double occupancy
Premier Room CNY2,200 per night, single occupancy CNY2,400 per night, double occupancy

- * The above room rates are subject to 15% surcharge.
- * The above room rates are inclusive of daily breakfast.
- * Complimentary in-room wired and wireless internet access.

Special Request: _____

Accommodations Person sharing the room (If any)

Surname: _____ First Name: _____

Travel information

Arrival Date _____ Flight No. _____ Arrival Time _____

Departure Date _____ Flight No. _____ Departure Time _____

Transportation

Arrival Airport Transfer: YES Mercedes350:CNY750net per car per way No
Departure Airport Transfer: YES Mercedes350:CNY750net per car per way No

In order to guarantee your reservation, please supply your Credit card details below:

(This section is mandatory to confirm your booking)

Visa Master Card American Express Diners Club
Card Number _____ Expiration Date _____

Card Holder Name _____

Card Holder Signature _____

Terms and conditions

- 1) Please note that any changes or cancellations made to your reservation have to be notified in writing to the hotel. Any change of dates cancelled within 10 days prior to the expected arrival, will result in a late cancellation charge equivalent to a full length of stay based on the relevant room rate outlined above.
- 2) Any guests', who do not show up on the expected arrival day, will be charged at an amount equivalent to a full length of stay based on the relevant room rate outlined above.
- 3) All reservations must be guaranteed by one night room rate advance deposit or by use of a major credit card.
- 4) The deadline for making reservations is **31st May 2012** after which accommodation is subject to availability at prevailing rates. The confirmed room category and numbers of rooms based on first come and first served basis.
- 5) Any balance charges, room and incidentals must be settled upon departure.
- 6) Accommodation at the rates quoted is available only to registered delegates of the above meeting and can only be made using this form.
- 7) Check in time is at 14:00. Check out is at 12:00 noon. To guarantee early check-in or late check out, please book one night before or after. The room charge will be based on the daily room rate quoted above.
- 8) The above room rates will be valid for 1 days prior to and 1 days after the main conference date. All reservation is subject to Hotel availability.