ORCHARD HOTEL
SINGAPORE

managed by
MILLENNIUM & COPTHORNE INTERNATIONAL
You are the Centre of Our World

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PLEASE FAX TO ORCHARD HOTEL SINGAPORE at 65-6739-6605

NUS – Lee Kuan Yew School of Public Policy
Asian Social Protection in Comparative Perspective
Bookings from 07 January – 09 January 2009
Kindly revert back to us latest by 17 December 2008

BOOKER INFORMATION

Contact Person : _____ **Date** : _____
Company : _____ **Telephone** : _____
Fax : _____ **Email** : _____
Signature : _____

Please indicate accordingly
☐ **RESERVATION** ☐ **AMENDMENT** ☐ **CANCELLATION**

TRAVEL GUEST INFORMATION

Guest Name : _____
(Please underline the Family Name)
Organization : _____
Address : _____
_____ **Country** : _____
Tel : _____ **Fax** : _____
No. of Nights : _____ **Email** : _____
Arrival : _____ **Arrival Flight/Time** : _____
Departure : _____ **Departure Flight/Time** : _____

ACCOMMODATION REQUEST *(Please select your accommodation requirements by ticking appropriate box)*

Room Category	Room Rates	
	Single (1 Person per room)	Double/Twin (2 Persons per room)
Superior Room	S$265.00 per room per night (Room only)* ☐	S$265.00 per room per night (Room only)* ☐
Deluxe Room	S$295.00 per room per night (Room only)* ☐	S$295.00 per room per night (Room only)* ☐
Executive Club Room	S$345.00 per room per night (Inclusive of Club Benefits)** ☐	S$365.00 per room per night (Inclusive of Club Benefits)** ☐

**Breakfast is chargeable at a special rate of S$20.00+++ per person per day (walk-in price @ Orchard Café is S$28.00+++)*
*** Club benefits include express check in/out at the Club Lounge, breakfast, evening cocktail from 6-8 pm, with free flow of soft drink, beer or wine, snack and canapés at the Club Lounge, Complimentary laundry credit of up to S$18 nett (non-accumulative) daily, Complimentary house brand distilled water and soft drinks (exclude juices) from the minibar, and complimentary local calls.*

ADDITIONAL REQUIREMENTS

	Yes	No
Include Breakfast	☐	☐
Airport Limousine Transfer		
➢ *Arrival*	☐	☐
➢ *Departure*	☐	☐

Airport Limousine Transfer is at S$42.91nett per way (Additional charge of S$10.70nett per way for transfer is required between 0000 – 0800hrs)

Remarks / Requests:

GUARANTEED INSTRUCTIONS

☐ Visa ☐ Mastercard ☐ Diners ☐ Amex ☐ JCB credit card for room reservation
Card Holder Name :
Card Number : _____ **Expiry Date** : _____

- All rooms reserved are subject to 10% service charge and prevailing government taxes.
- Rooms are subject to availability upon making of reservation & all bookings must be guaranteed by credit card. Kindly revert latest by 17 December 2008. Thereafter, the room rates may vary at the point of reservation.
- In the event of no-show or cancellation less than 48hrs, one room night charge will be applicable.
- Kindly note that we are 100% smoke-free hotel.
- Official confirmation of your reservation will be sent by Orchard Hotel Singapore.

Thank you for choosing Orchard Hotel as your choice of accommodation.