

**Hotel Reservation Form**

**The 8th Biennial Meeting of Asian Society of Gynecologic Oncology (ASGO 2023)**

**Dec 1 to Dec 3, 2023**

**Attention: Howard Plaza Hotel Taipei –Sales Dept. Mr. Vito Chou**

**Tel: 886-2-2326-7527 Fax: 886-2-2708-2376**

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New Booking  Amendment  Cancellation

Date :        /        /

BA#8504

**A. Guest Details (Please TYPE or PRINT Clearly in CAPITAL LETTERS)**

Salutation:  Mr.  Mrs.  Ms.  Dr.  Prof.

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_

Company Name: \_\_\_\_\_ Nationality: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Arrival Date (mm/dd): \_\_\_\_\_ Flight No : \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Departure Date (mm/dd): \_\_\_\_\_ Flight No : \_\_\_\_\_ Departure Time: \_\_\_\_\_

**B. Room Type**

Room Type	Nov 30 to Dec 3, 2023
<input type="checkbox"/> Superior King	NT\$ 4,200 + 10% (with <b>ONE</b> daily buffet breakfast)
<input type="checkbox"/> Superior Twin	NT\$ 4,700 + 10% (with <b>TWO</b> daily buffet breakfast)
<input type="checkbox"/> Family Twin (Deluxe Twin)	NT\$ 5,500 +10% (with <b>TWO</b> daily buffet breakfast)

- Official check-in time is at 15:00 p.m. and check-out time is at 12:00 p.m. Check-in require prior to 12:00 p.m. will subject to additional one night room charge.

- The above rates are inclusive of complimentary benefits as follows :  
In room internet access, hotel compliments, daily two bottle of mineral water, access to the fitness center at 4th floor.

- Additional breakfast is NT\$500+10%.

- The Hotel will send a written confirmation upon receipt of the completed form.

- Rooms are available on a first-come, first served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.

- In-house guests are eligible for 15% discount when dining in the restaurants. Service charge is calculated in the original price.

- **Providing daily morning transportation to HNBK International Convention Center from 1-3 Dec.**

**C. Airport Transportation (from Taoyuan airport to hotel)**

Limousine at NT\$2,900 per car per trip for a maximum of 2 passengers with one luggage each; the number of persons: \_\_\_\_\_

Private seven-seated van at NT\$3,200 per car per trip for a maximum of 5 passengers with one luggage each; the number of persons: \_\_\_\_\_

Guest Own Arrangement

\*Airport pick-up service must be guaranteed by credit card and changes to arrival time notified at least 3 hours in advance to avoid a "No Show" charge.

**D. Guarantee Information**

Credit Card:  Master Card  Visa  JCB  AE  Diners

Card No: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ / \_\_\_\_\_ (MM/YY)

Card Holder Name (printed): \_\_\_\_\_

Security Code:

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

- No reservation will be accepted without credit card details. In case of no-show on the arrival date or cancellation within 72 hours of the arrival date, one night deposit will be charged.
- Above listed rates are only applicable from **Nov 30 to Dec 3, 2023.**
- Please fill this form out, fax or email back to us to make accommodation reservation. Kindly, return it by **Nov 25, 2023** to receive this special accommodation offer. The Howard Plaza Hotel Taipei will send a written confirmation upon receiving of this form. We look forward to serving you and please do not hesitate to contact us if you inquire further assistance.