

请把表格传真或电邮至预订部 Please type and send back to Shangri-La Hotel, Suzhou at:  
Reservations.slsz@shangri-la.com

(请用英文正楷填写)

博士 Dr  先生 Mr  女士 Ms 名 First Name \_\_\_\_\_ 姓 Family Name \_\_\_\_\_

公司 Company \_\_\_\_\_

职务 Title \_\_\_\_\_ 电邮 Email \_\_\_\_\_

电话 Tel \_\_\_\_\_ 传真 Fax \_\_\_\_\_

地址 Address \_\_\_\_\_

\_\_\_\_\_ 国家 Country \_\_\_\_\_

**抵达及退房 Arrival and Departure Info**

抵达日期 Check in date \_\_\_\_\_ 航班 Flight \_\_\_\_\_ 抵达时间 ETA \_\_\_\_\_

退房日期 Check out date \_\_\_\_\_ 航班 Flight \_\_\_\_\_ 退房时间 ETD \_\_\_\_\_

**客房预订 Room Reservation**

客房类型 Room Preference	<input type="checkbox"/> 吸烟房 Smoking	<input type="checkbox"/> 非吸烟房 Non-Smoking
	<b>单人入住/ Single Occupancy</b>	<b>双人入住/ Double Occupancy</b>
豪华客房 Deluxe Room	<input type="checkbox"/> RMB880	<input type="checkbox"/> 880
超豪华客房 Premier Room	<input type="checkbox"/> RMB980	<input type="checkbox"/> RMB980
豪华阁豪华客房 Horizon Deluxe Room	<input type="checkbox"/> RMB1,180	<input type="checkbox"/> RMB1,180

以上房价包含 15% 服务费和自助早餐。房间分配将视酒店客房出租情况并以先订先得原则安排。\* 入住豪华阁的客人将享受豪华阁礼遇。  
The above room rates are inclusive of 15% surcharge. Room assignment will be subject to first come first served basis & subject to availability.  
\* Daily buffet breakfast rate is inclusive and to be consumed in Café Soo.

**机场接送服务 Airport Transfer**

服务要求 Transfer Required  接机服务 Arrival Pick up  送机服务 Departure Transfer

别克 BUICK  虹桥机场 Hong Qiao Airport @RMB1,100  浦东国际机场 Pudong Airport @RMB 1,400

单程价。最多 3 人。机场接送服务需提供航班资料 One-way rate per car @3 persons max. Airport transfer may only be confirmed with flight details.

**护照资料 Passport Details**

护照号 Passport No \_\_\_\_\_ 签证号 VISA No \_\_\_\_\_

签发日期及有效期 Date of Issue & Validity \_\_\_\_\_ 签发地点 Place of Issue \_\_\_\_\_

**信用卡资料 Credit Card Details**

信用卡号 Credit Card No. \_\_\_\_\_ 有效期 Expired Date \_\_\_\_\_

AMEX  VISA  Master Card  DC 授权签字 Authorized Signature \_\_\_\_\_

**仅供酒店使用 Hotel Use Only**

预订确认 Reservation confirmed by \_\_\_\_\_ 预订确认号 Reservation No. \_\_\_\_\_

请将预订单于 **2015 年 9 月 3 日** 前电邮至苏州香格里拉大酒店 [Reservations.slsz@shangri-la.com](mailto:Reservations.slsz@shangri-la.com) 或传真至 **+86 512 68781566**。此日期后预订将根据酒店客房出租情况而定。如通过旅行社预订将无法保证享受以上特别优惠价格。预订但未抵达的客人,酒店将有权收取以上信用卡原预订间夜数之房费。酒店预订部将传真此预订单确认预订。酒店入住时间为下午 2 点,离店时间为中午 12 点。到达前 4 天内取消预订将被收取相当于原所有预订夜数之房费。客房预订需提供信用卡资料。

Reservations should be made directly with Shangri-La Hotel, Suzhou by returning this form via email to [Reservations.slsz@shangri-la.com](mailto:Reservations.slsz@shangri-la.com) or fax to **+86 512 68781566**, on or before **3 September 2015**. Any reservation request after this date will be subject to room availability basis. Special conference rate has been arranged for all participants; in order to avail of this rate, please do not course your reservation thru a travel agent. The above credit card number will serve to guarantee the room reservation and authorize Shangri-La Hotel, Suzhou to charge. In case of no-show, a full duration cancellation charge will apply. Our Reservation Department will be re-sending the same form thru fax as an acknowledgment and confirmation of the room reservation. Hotel rooms are available for guest check-in after 2.00PM. Check out time is 12.00 noon. Bookings cancelled within 4 days prior to arrival would be charged a full duration of reservation. No booking would be confirmed without credit card details.

如有疑问请致电 For any questions on room reservations, please contact:

**Ms. Daisy Lou, 苏州香格里拉大酒店销售部, Shangri-La Hotel, Suzhou**

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