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Regent

TAIPEI

## THE 32ND GENERAL ASSEMBLY OF ICSU 2017 RESERVATION FORM

Please type or print in capital letters and email or fax back to 886-2-2523-6633 before September 20, 2017,  
Reservation Department - Attention:

RSVN (Tel: 886-2521-5000 #3481/ 3486 or [rsvn@fihregent.com](mailto:rsvn@fihregent.com))

Ms. Karen Chu (Tel: 886-2-2522-8124 or [Karen.chu@fihregent.com](mailto:Karen.chu@fihregent.com))

Ms Beatrice Wu (Tel: 886-2-2522-8119 or [Beatrice.wu@fihregent.com](mailto:Beatrice.wu@fihregent.com))

GUEST NAME Gender: Mr. / Mrs. / M&M / Ms. REGISTRATION NUMBER: \_\_\_\_\_

Last Name \_\_\_\_\_ First Name: \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

CONTACT

INFORMATION \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

ARRIVAL DATE \_\_\_\_\_ Flight: \_\_\_\_\_ ETA: \_\_\_\_\_

DEPARTURE DATE \_\_\_\_\_ Flight: \_\_\_\_\_ ETD: \_\_\_\_\_

ROOM TYPE

Deluxe King NT\$6,600nett including One breakfast

Deluxe King NT\$7,400nett including Two breakfasts

Deluxe Twin NT\$7,600nett including Two breakfasts

\*Rates above are inclusive of a 10% service charge and a 5% VAT.

\*Rates above are inclusive of daily buffet breakfast and internet access

AIRPORT PICK-UP

Not required

Yes, NT\$2,800 NET from Taoyuan Int'l Airport to the hotel per car

TRANSPORTATION TO  
AIRPORT

Not required

Yes, NT\$2,800 NET from Hotel to Taoyuan Int'l Airport per car

CREDIT CARD NO. \_\_\_\_\_ Visa \_\_\_\_\_ Master \_\_\_\_\_ AE \_\_\_\_\_ Diners \_\_\_\_\_ JCB

No. \_\_\_\_\_ Expiry \_\_\_\_\_

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

**Remarks:** Please provide your credit card information in completing the reservation process or the room will be released before 10 days of arrival date (October 02, 2017).

### **Hotel Policy:**

Kindly be informed that the selected reservation dates are a peak period for the hotel. We encourage that bookings be forwarded with guarantee to ensure availability of the space.

1. Each guest will guarantee their individual room and will be responsible for cancellation and no-show penalty.
2. The reservation guarantee forms need to be submitted upon making reservation after which additional room requests will be subject to availability. The hotel reserves the right to amend the room rate subject to the demand for the dates requested.
3. The hotel will require a credit card upon the room reserved by the guest to guarantee the room reservation. For each confirmed room cancel 24hrs before arrival will be entitled for one night cancellation fee per room per night.
4. Subject to availability, these rates will be extended for three (3) days prior and three (3) days post your proposed event dates should delegates wish to extend their stay.
5. A No show and early departure of a guaranteed reservation will be charged 100% of the applicable charges of the cancelled nights.
6. Check in time is 3:00 p.m. and check out time is 12:00 p.m.
7. In case of a No-show for any arriving flight transportation arrangements before 06:00 or after 22:00, No-show charge of NT\$2,800 net will be incurred to your room account or credit card. (Vehicle Type: Mercedes S350/ BMW 7 series)

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