**Howard Civil Service International House**

**Pacific Graphics 2017**

 **RESERVATION FORM (2017/10/15 ~ 10/20)**

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| ***Please type or print in capital letters and email back to Ms. Tzu-Ching Lai (***june@cmlab.csie.ntu.edu.tw***)***  |
| **GUEST NAME**  | Gender: Mr. / Mrs. / M&M / Ms.  Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **COLLEGE NAME**  |  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **CONTACT** **INFORMATION**  | Tel:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **ARRIVAL DATE**  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Flight: \_\_\_\_\_\_\_\_\_\_ ETA: \_\_\_\_\_\_\_\_\_\_  |
| **DEPARTURE DATE**  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Flight: \_\_\_\_\_\_\_\_\_\_ ETA: \_\_\_\_\_\_\_\_\_\_  |
| **ROOM TYPE**  | **Howard Civil Service International House (No. 30, Sec. 3, Shin-Sheng South Road, Taipei, Taiwan)** □ Semi-Suite (3,420 TWD Net, one bed, including two daily buffet breakfast) \*Above room rate includes complimentary wireless broadband Internet access.   |
| **AIRPORT PICK-UP**  | □ Not required □ Yes, 1,650 TWD from Taoyuan Intl Airport to the hotel per car (2pax maximum)□ Yes, 2,000 TWD from Taoyuan Intl Airport to the hotel per car (7pax maximum) |
| **TRANSPORTATION TO AIRPORT**  | □ Not required □ Yes, 1,650 TWD from Hotel to Taoyuan Intl Airport per car (2pax maximum)□ Yes, 2,000 TWD from Hotel to Taoyuan Intl Airport per car (7pax maximum) |
| **CREDIT CARD NO.**  | \_\_\_\_\_\_ Visa \_\_\_\_\_\_ Master \_\_\_\_\_\_ AE \_\_\_\_\_\_\_ Diners \_\_\_\_\_\_ JCB No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiry \_\_\_\_\_\_\_\_\_\_\_\_\_  |

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

***Remarks: Please provide your credit card information in completing the reservation process.***

Kindly be informed that the selected reservation dates are a peak period for the hotel. We encourage that bookings be forwarded with guarantee on or before 22 Aug., 2017 (1800H Taiwan time) 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 by ***22 Aug., 2017,*** 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.