Columbia Business School /
Pan Asian Reunion 2008
October 24– 26, 2008
Code: 1023COL

FOUR SEASONS HOTEL
Hong Kong

Please contact the Reservations Department at
Voice: 852-3196-8333
Fax: 852-3196-8330
Email: groupres.hkg@fourseasons.com

Title Mr./Mrs./Ms./Dr./Prof. **Last Name** _____ **First Name** _____	**Arrival Date (DD/MM/YY)**	**Departure Date (DD/MM/YY)**
	Arrival Flight / ETA	**Departure Date / ETD**

(Please fill out the updated flight details as it is important for us to provide the best arrangements according to your request.)

Title _____ **Tel** _____

Company _____ **Fax** _____

Email _____

Address _____

_____

To enjoy our hotel's Express Check-in Program, please complete the following information:

Passport No _____ **Nationality** _____ **Date of Birth** _____

Hotel Transfers
☐ Not Required ☐ Airport to Hotel ☐ Hotel to Airport ☐ Round Trip

☐ **Hotel Mercedes Benz S350L Limousine Service** (At HK$900/USD$115 per vehicle per one-way trip)
☐ **Hotel Bentley (Arnage) Limousine Service** (At HK$1500/USD$192 per vehicle per one-way trip)

Room Requirement (As only limited room block is reserved, bookings are processed on a first-come-first-served basis. All reservations made after **September 24, 2008** are subject to availability and the following rates may not be offered.)

NO. OF ROOMS REQUIRED	ROOM CATEGORY	ROOM RATE
_____	**Run of House Deluxe Room** (if you are interested in another room category, please contact the Four Seasons at the above number and use code 1023COL)	HK$3,500/USD$450 daily (subject to 10% service charge & 3% government tax)

Special Request
Bed Type ☐ King ☐ Twin

Other Requirements
☐ Non-Smoking ☐ Connecting Rooms
☐ Extra Bed (Additional Charge of HK$250.00/USD$32 plus 10% service charge and 3% government tax daily)

Reservations Guarantee (Reservation is only confirmed with the completion of the following information and with cardholder's signature)

☐ Credit Card
Credit Card Type _____Expiration Date_____

Credit Card No. _____
(No show or cancellation made after October 2, 2008 will be subjected to a penalty charge based on the room nights booked prior to arrival and will be charged to guest's credit card)

Print Name _____

Credit Card Holder Signature _____

For Reservation Office Use Only:

Hotel Confirmation Number: _____

Confirmed by:

Remarks: