

Global Sources Exhibitions

11-14 April 2017

Harbour Plaza Resort City (Buyers) Reservation Form

1. Hotel guests are required to email to both Global Sources hotel@globalsources.com AND hotel.rsvn.hprc@harbour-plaza.com to make the booking to enjoy the special rate and official hotel shuttle bus services (if any) at AsiaWorld-Expo. Global Sources reserves the right to reject guests to travel the official hotel shuttle bus services (if any) at AsiaWorld-Expo if Global Sources has no record.
 2. If by fax, hotel guests are required to fax to both Global Sources fax number 852-2814 5615 AND hotel 852- 2180 1858.

To: **Harbour Plaza Resort City**
 Address: 18 Tin Yan Road, Tin Shui Wai, New Territories, Hong Kong
 Contact: Ms. Polly Wong, Reservation Department
 Tel: (852) 2180 1366
 Fax: (852) 2180 1858
 E-mail: rsvn.hprc@harbour-plaza.com

Copy to: **GLOBAL SOURCES EXHIBITORS**
 E-mail: hotel@globalsources.com
 Fax: (852) 2814 5615

Auto-reply message in hotel@globalsources.com to advise the hotel guests that this is a no-reply email address and just aim for keep the booking record for hotel guests. All the confirmation / amendment and / or cancellation should according to the official reply from hotel.

Personal Particulars

Booth No. (Exhibitor Only)	Guest (1)	Guest (2)	Guest (3)
	Surname: (Mr. / Mrs. / Ms.)	Surname: (Mr. / Mrs. / Ms.)	Surname: (Mr. / Mrs. / Ms.)
	First Name	First Name	First Name
Registered Buyer Confirmation No.	Country Base	Country Base	Country Base
	Tel	Tel	Tel
	Email	Email	Email
Arrival Date	Arrival Flight & ETA	Arrival Flight & ETA	Arrival Flight & ETA
Departure Date	Departure Flight & ETD	Departure Flight & ETD	Departure Flight & ETD

Hotel Accommodation - Normal Room Rate

Booking Deadline:	26 March 2017
For Office Use Only:	

No. of Room(s)	No. of Person(s)	Check-in Date	Check-out Date	Total Room Nights	Handling Fee of Wire Transfer (only for fixed bank)	Grand Total HKD
Deluxe Room (single/double)					HKD250	
HKD720net/room/night						
with in-room internet access by Wi-Fi						
<input type="checkbox"/> Twin Beds*	<input type="checkbox"/> Smoking*	<input type="checkbox"/> Extra Bed HKD280net per bed per night				
<input type="checkbox"/> Double Bed*	<input type="checkbox"/> Non-Smoking*	<input type="checkbox"/> Special Request (if any)*:				

*All special requests are subject to hotel room availability

Booking Deadline:	26 March 2017
For Office Use Only:	

No. of Room(s)	No. of Person(s)	Check-in Date	Check-out Date	Total Room Nights	Handling Fee of Wire Transfer (only for fixed bank)	Grand Total HKD
Premier Room (triple)					HKD250	
HKD950net/room/night						
with in-room internet access by Wi-Fi						
<input type="checkbox"/> Twin Beds*	<input type="checkbox"/> Smoking*	<input type="checkbox"/> Special Request (if any)*:				
<input type="checkbox"/> Double Bed*	<input type="checkbox"/> Non-Smoking*	<input type="checkbox"/> Special Request (if any)*:				

*All special requests are subject to hotel room availability

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Payment Method

- Credit Card
 Wire Transfer

Credit Card Payment

PAYMENT BY CREDIT CARD IN HKD Dollars (Reference conversion rate is USD1.00 = HKD7.80)

- VISA
 MASTER

(Please attach copies of FRONT and BACK sides of the card for reservations)

I AGREE TO GUARANTEE THIS RESERVATION BY THE CREDIT CARD LISTED BELOW:

Name of Cardholder: _____ Holder's Signature: _____

Credit Card Number: _____ Valid Till: _____

Wire Transfer

For Wire Transfer, please arrange the Grand Total to the below bank details:

Name of Bank : The Hongkong and Shanghai Banking Corporation Limited
Bank Account Name : Harbour Plaza Resort City Limited
Bank Address : No.1, Queen's Road Central, Hong Kong
Account No. : 004-848-494589-003
Swift Code : HSBCHKHCHKH

(Once the reservations is confirmed, please fax us a copy of your bank remittance advice with hotel guest name written within a week)

Remarks

- Hotel room rates are inclusive of 10% service charge.
- Hotel rates are valid for **7-15 April 2017** on run-of-the-house basis, applicable for reservations made through Global Sources, Exhibitors and registered Buyer (please provide booth no. or Buyer confirmation no.) Rooms are offered on a **first-come-first-served basis**. If hotel room blocked is full, hotel will advise the availability of other room type / rates or arrange refund. The refund amount might be deducted the bank charges before returning to customer.
- All reservations will only be processed if the required payment is settled by the deadline, otherwise, the application will automatically be cancelled and rooms will be released.
- Please fax back the completed form. Fax no.: (852) 2180 1366.
- Hotel will reply to guest at the earliest time once received the reservation form.
- Please note the following hotel amendment & cancellation policy:

Amendment & Cancellation Policy:

Any amendment, cancellation must be made on or before **26 March 2017**.

Otherwise, in case of no show, late cancellation or amendment, **whole period of room rental** will be charged as penalty fee.

**Note: April is the peak season in Hong Kong. Rooms are in very high demand.
Please reserve your accommodation at your earliest convenience.**