

**ROOM RESERVATIONS REQUEST FORM FOR INAUGURAL CONFERENCE ON APPLIED EARTH SCIENCES
OF MYANMAR AND NEIGHBORING REGIONS, 2-8 NOVEMBER 2017**

To help us offer you the best possible service, kindly complete the form and email to our secure email addresses H9045-SB6@accor.com, H9045-SB@accor.com and H9045-RE@accor.com or fax to number +95 (1) 230 5879

1. Personal details:

First Name	
Last Name	
Le Club card number/ Membership Type	
E-mail Address	
Contact Number	
Passport No./ Expiry Date (Please present upon check-in)	
Country/Mailing Address/ Postal Code	

5. Transportation

Toyota Alphard or similar type- USD 48 net per car per way for airport transfer (Maximum 5 persons)

Mercedes - USD 58 net per car per way for airport transfer (Maximum 3 persons)

6. Guarantee Details to be used to secure the reservation:

Credit Card Type	
Credit Card No. (16Digits)	
Expiry Date	
Cardholder's Name	

2. Please specify the room type:

Room Type	Dates of Stay	Room Rate (Per Room Per Night)
Deluxe Room - Single		USD 130 net per room per night with breakfast
Deluxe Room - Double		USD 135 net per room per night with breakfast

(You may also wish to reserve a room after the field trip and before flying out. In this case, please therefore the exact dates: e.g., 1-4 November, 8-9 November)

- Room rate inclusive of Buffet Breakfast at the Square
- Room rate inclusive of 10% service charge & 5% VAT
- All rooms can accommodate a maximum of two (2) adults
- Special room rates are valid until November, 2016 and rooms are subject to availability

3. Flight Details: (Please tick one for transportation).

	Flight Number	Flight arrival/ departure time
Airport to Hotel :		
Hotel to Airport:		

4. Room preference subject to availability at check in:

Smoking Room	Two Separate Single Beds
Non Smoking Room	King Size Bed

Cancellation received by NOVOTEL Yangon Max less than 14 days prior to date of arrival and non-arrival (no shows) may incur a cancellation charge fee of one night accommodation .

7. Check-in/Check-out (Local Time):

The Hotel's check in time is 2:00pm and check out time is 12:00 noon. Additional charges may apply to early check-in and late check-out and are subject to availability. Check-out from 6:00pm on will incur a full night charge at the room rate quoted.

8. Deposit:

Upon check in, Front Office will collect deposit payment for any Miscellaneous charges