**Reservation Due Date**

**2 May 2017**

***HOTEL RESERVATION FORM***

**Urban Meteorology and Climate Conference on 25-26 May 2017**

**Co-organizer: City University of Hong Kong & The Hong Kong University of Science & Technology**

Attn: Harbour Plaza Metropolis – Ester Leung (Assistant Director of Sales)

Fax: (852) 3160-6988 Tel: (852) 3160-6807 Email: EsterL@harbour-plaza.com

**Harbour Plaza Metropolis ~** 821 guest rooms and suites are designed for guests who expect discreet luxury and modern functionality. Connected to main shopping and entertainment districts, we are next to MTR Hung Hom Station which is just 2 stops away from the City University. Our free shuttle bus service offers guests a convenient option to Tsim Sha Tsui shopping district within 5 minutes. Hotel recreation: gym, sauna, Jacuzzi, outdoor swimming pool and spa & massage services. For dining, the hotel has outstanding Harbour view restaurants and bar serving International, Japanese, and Chinese cuisine.

Name: Prof./Dr/ Mr/Ms (First name) (Last name)

Contact No. : (Tel) (Fax) (Email) \_

Number of Rooms: \_ Arrival Date: Departure Date:

Arrival Flight / Time Departure Flight / Time

**Option 1 - Superior Room on Standard Floor (26 square meter, cityview)**

( ) *HK$1,010nett\* with daily buffet breakfast for one person*

**Option 2 - Deluxe Room on Standard Floor (28 square meter, cityview)**

( ) *HK$1,210nett\* with daily buffet breakfast for one person*

 ( ) *Extra daily buffet breakfast at HK$110nett per person per meal*

Benefits

- Complimentary in-room wifi internet access for 2 IP users - Free local telephone calls and welcome fruit plate

- 2 bottles of distilled water per day - Your choice of daily newspaper

- Complimentary in-room coffee/tea making facilities - Free use of hotel gym, sauna and swimming pool with Jacuzzi

- Free shuttle bus service between Hotel and Tsim Sha Tsui area

***\*All of the above rates are inclusive*** ***of 10% service charge and prevailing government tax per room per night.***

Special Request: Queen Size Bed Two Single Beds Non-smoking

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| --- | --- | --- |
| Airport Shuttle: Shuttle bus – HK$140 per person per trip to/from Airport and Hotel | Arrival | Departure |
| Limousine: 4-seats Benz – HK$650 per car per trip to/from Airport and Hotel | Arrival | Departure |

**An additional charge $150 for the limousine taken within 0030hrs to 0530hrs is required**

**\* Please approach hotel Pick-up counter “B05A” for the transportation service at the arrival hall in the HK Int’l Airport\***

Booking Guaranteed By: Visa Master Card No. : Expiry Date:

Date of Application: Signature:

**IMPORTANT NOTES:**

**1**. In case of any cancellation made less than 21 days prior to your arrival, one night room charge will be debited on your given

credit card directly. For any amendment or cancellation of room reservation made less than 7 days prior to your arrival or no- show, room charge of whole period of stay will be debited on your given credit card directly.

**2.** Payment Method: All guests must settle all payments by cash or credit card upon departure.

**3**. Rates are applicable for **22-29 May 2017** and subject to hotel’s availability; the above offers are on a first-come-first-served

basis

**\*Hotel will send Confirmation within 3 working days\***

HOTEL USE ONLY – Ms Kitty Chan / kitty.kychan@cityu.edu.hk / Tel: 3442 2414

CONFIRMED WAITING LIST NOT CONFIRMED By Date: Signature:

