



Show Date:  
Nov 18-20, 2009

Please note this deadline is for reference only.  
Bookings are subject to Hotel availability.  
You are advised to confirm your booking ASAP.

**DEADLINE: OCTOBER 16, 2009**

Part F  
P.41-47

# HOTEL RESERVATION FORM - CATEGORY 'A'

**BY FAX:** This form should be completed in **BLOCK LETTER** and **FAX DIRECTLY** to the chosen hotel.

**ONLINE:** You can send your reservation request to hotels in Category A online at [www.chinacoat.net/manual](http://www.chinacoat.net/manual)

(Please "✓" in the appropriate box to indicate your order)

<b>To:</b>		<b>Hotel</b>
	(Type your chosen hotel above)	
<b>Attn:</b>		
<b>Tel:</b>		
<b>Fax:</b>		
<b>Email:</b>		

<b>FROM:</b>	
<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	
<b>Company:</b>	
<b>Booth no:</b>	
<b>Contact:</b>	
<b>Tel:</b>	
<b>Fax:</b>	
<b>Email:</b>	

Please fill in with **BLOCK LETTERS** and duplicate this Form for further use, if necessary.

	<u>Guest Name</u>	<u>Check-in Date</u>	<u>Check-out Date</u>	<u>Total Room Night</u>	<u>Room Rate</u>	<u>Room Type/Remarks *</u>
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____	_____

\* Remarks: SGL = Single room, DBL = Double room, TWN = Twin beds room  
 Smoking Room  Non-smoking Room

Breakfast Required:  Included  \_\_\_\_\_ person(s) require additional breakfast  No

Transportation:  Pick up service between hotel and Hongqiao / Pudong Int'l Airport. Please quote \_\_\_\_\_.  
 Other pick-up address \_\_\_\_\_

Special Request: \_\_\_\_\_

<b>ALL RESERVATION MUST BE GUARANTEED BY FIRST NIGHT'S DEPOSIT WITH CREDIT CARD:</b>	
<input type="checkbox"/> American Express	<input type="checkbox"/> Visa <input type="checkbox"/> Master <input type="checkbox"/> Diners Club <input type="checkbox"/> Others: _____
Credit Card No.:	_____
Expiry Date:	_____ Cardholder's Signature: _____
Address:	_____ Amount: _____

**ATTENTION:** For any matters related to this booking (e.g. cancellation, change of schedule, etc.), please always CONTACT YOUR CHOSEN HOTEL DIRECTLY. The organizer accepts no responsibility for any costs incurred.  
 Exhibitors should settle all room fees and other expenses directly with the Hotel.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_