台北君悅大飯店
GRAND HYATT
TAIPEI

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Grand Hyatt Taipei
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Hotel Reservation Card
IEEE ICASSP 2009
19 – 24 April 2009

Reservations maybe made by completing this form and returning it by email to **Reservations Department via fax: +886 2 2720 1110 or email: taipei.grand@hyatt.com by the deadline of Monday, 16 March 2009**. All reservations at the special group rate are confirmed at the time of booking subject to availability, advance booking is recommended.

Name : _____ _____ _____
Sal | Family Name / Surname | Given / First Name

Company Name : _____ **Title** : _____

Telephone : _____ **Facsimile** : _____
Country code/ Area code/ Tel# | Country code/ Area code/ Tel#

Email : _____

ACCOMMODATION REQUESTS:

No of Rooms	Room Category	Single Occupancy	Double Occupancy
[ ]	Grand Room	NT$7,200	NT$8,200
[ ]	Grand Deluxe Room	NT$8,000	NT$9,000

Arrival Date : **/ Apr / 2009** **Departure Date** : **/ Apr / 2009**
DD / MMM / YYYY | DD / MMM / YYYY

BEDDING PREFERENCE REQUESTS:

One King-Size Bedded Two Twin-Size Bedded Non-Smoking Smoking

TERMS & CONDITION:

- Room rates are inclusive of 5% government tax and subject to 10% service charge per room per night.
- The above room rates are exclusive of daily breakfast.
- Cancellations received after Monday, 16 March 2009, one night's room charge will be incurred as cancellation fee. And for cancellations within two weeks prior to arrival or in the event of a no-show, the full penalty equivalent to the entire duration of the stay booked will be charged.
- Bedding Preference is subject to availability.
- Kindly note that hotel official check-in time is from 3.00pm and check-out time is 12 noon.

CHIANG KAI-SHEK INT'L AIRPORT TRANSPORT SERVICES:

Arrival Flight : _____ **Departure Flight** : _____
Flight code/ Flight # | Flight code/ Flight #

Limousine at NT$2,200 per car per trip upon arrival and departure Guest own arrangement

I will guarantee my reservation with:

VISA MasterCard American Express JCB Diners Club

Credit Card No : _____ **Expiration Date** : _____

Signature : _____ **Date** : _____

(PLEASE BE ADVISED THAT RESERVATION WILL ONLY BE CONFIRMED GIVEN THE ABOVE INFORMATION.)

FOR HOTEL USE ONLY: **HOTEL REF NO#: CA74** **CONFIRMATION #:** _____
CONFIRMATION ROOM TYPE:
CONFIRMED BY: _____
REMARK:
DATE: _____