Hotel Reservation Form – Mercure Ambassador Gangnam

Please complete this form and return it directly by fax or email to us **no later than Jun.30, 2016**
Reservation Dept   For Reservation: /   Phone: +82-2-2050-6068
Fax: +82-2-2050-6061 Email: sm6@ mercureseoul.com

A. Participant Information

Sex	☐ Mr.		☐ Ms.		

First Name		Last Name			

Affiliation		Country			

E-mail		Tel		Fax	

Check-in	Date:	Check-out	Date:	No. of Nights	
	Time:		Time:	No. of Rooms	

B. Accompanying Person

First Name	Last Name	☐ Mr. / ☐ Ms.

C. Hotel Rates

Class	Hotel	Room Type	Room Rate	Remark	Distance to Venue
★★★★	**Mercure Seoul**	☐ Twin / ☐ Double	☐ KRW 130,000	Fitness & Internet Included	Walking Distance Within 5mins

Note
1. The room rates are fixed in Korean Won.
2. Rooms will be assigned on a first-come, first-served basis.
3. Hotel will directly send you the confirmation for your room reservation.
4. Check-in time is 14:00 and check-out time is 12:00. Attendees staying in their rooms beyond check-out time without hotel authorization will be charged for an additional room night.
5. Above rates are 10% Tax excluded.
6. Additional breakfast will be charged @ KRW19,000+(subject to 10% tax)

D. Payment Information

In order to guarantee your room reservation, your credit card information must be accompanied.

Card Type: Visa   Master   Diners   JCB   Others (   )

Card No.:

Expiration Date: /   (mm/yy)

Cardholder's Name: Cardholder's Signature:

E. Cancellation and Refund Policy
1. Any change or cancellation should be informed by e-mail or fax to contact person of directly as below.
2. Cancellation received by Jun 30, 2016: 100% Refund.
3. Cancellation received after Jul 01, 2016 or NO-SHOW: Full night deposit will be charged.

F. Please complete this form and return it directly to hotel by fax or e-mail.

Hotel	Contact person	Phone	Fax	E-mail
Mercure Seoul	Lynn Choi	+82-2-2050-6068	+82-2-2050-6061	Sm6@ mercureseoul.com