

# 21<sup>st</sup> SEAPAVAA CONFERENCE AND GENERAL ASSEMBLY

April 03-08, 2017

## HOTEL RESERVATION FORM

Accommodation at special rates has been reserved at the **Hotel Jen Manila** for the above event.. Delegates should send reservation directly to the Hotel. Please fax or e-mail this booking form to the fax number or e-mail address stated below to secure your rooms. Booking after the cut-off date stipulated is on a space available basis.

Registrant's Name (Please indicate gender)	First Name _____	Surname _____
	Company _____	Designation/Position/Title _____
Business Address	Street Address _____	OR P O Box Number _____
	City _____	State _____
	Nationality _____	Passport number & Date of Birth _____
	Telephone Number _____	Facsimile Number _____

Arrival Date \_\_\_\_\_ Flight number \_\_\_\_\_ ETA \_\_\_\_\_

Departure Date \_\_\_\_\_ Flight number \_\_\_\_\_ ETD \_\_\_\_\_

Please indicate by marking ( X )

**DELUXE ROOM** with (01) daily buffet breakfast PHP 4600.00 nett ( )  
with (02) daily buffet breakfast PHP 4600.00 nett ( )  
(01) extra person with daily buffet breakfast PHP 2211.30 nett ( )

Please indicate preference (all requests are subject to room availability, non-guaranteed):

Smoking ( ) Non-Smoking ( ) King ( ) Twin Sharing ( )

### BENEFITS

- Complimentary unlimited use of Wi-Fi and broadband internet access in the room and to all Wi-Fi hot spots

All reservation for rooms & transfers must be guaranteed by credit card. Kindly note that transfer charges will still levy in the event of No Show or change of flight details without informing the hotel, 24 hours prior to arrival time.

Credit card number _____	Expiry date _____
Cardholder's name _____	Signature _____

### TERMS AND CONDITIONS

No bookings will be accepted without credit card details or one night deposit. In the event of no show or cancellation within 3days from arrival for a guaranteed booking, cancellation charge equivalent to full duration of stay. Check-in time is 1400 hours and check out is before 1200 hours.

Rooms occupied beyond 1400 hours will be charged a full day rate.

**Rates are applicable three days before April 3 and three days after April 8.**

**Please return the completed form by 1 February 2017. Any reservations received after will be subject to room availability.**

<b>Maricel Autencio</b>	Telephone No	63 2 7958888 loc 2934
Sales Manager	Facsimile No	63 2 7089861 / 7089856
Hotel Jen Manila	E-mail	<a href="mailto:maricel.autencio@hoteljen.com">maricel.autencio@hoteljen.com</a> , <a href="mailto:reservations.hjm@hoteljen.com">reservations.hjm@hoteljen.com</a>

### FOR HOTEL USE ONLY

Reservation status	Confirmed Yes / No _____	Confirmation number _____
	Waitlisted Yes / No _____	Remarks _____
Handled by _____		Date and Hotel stamp _____

### Hotel Jen Manila

3001 Roxas Boulevard, Pasay City 1305, Metro Manila, Philippines  
(63 2) 795 8888 Tel (63 2) 7089861 Fax

