



**HYATT
REGENCY™**
凱悅酒店

HYATT REGENCY HONG KONG, SHA TIN REGISTRATION FORM

Hyatt Regency Hong Kong, Sha Tin
18 Chak Cheung Street, Sha Tin
New Territories, Hong Kong

Please return form to:
Reservations Office

Phone: 852 3723 7888 Fax: 852 3051 2838
E-mail: reservations.shatin@hyatt.com

Hyatt Regency Hong Kong, Sha Tin is situated adjacent to the Chinese University of Hong Kong in the Sha Tin district. Located at the University MTR Station, the hotel has direct access to Tsim Sha Tsui, Hong Kong Island, Lo Wu and Lok Ma Chau. The hotel is only two kilometers from the Science Park and 30 minutes from the international airport. Additionally, the hotel introduces a very popular complimentary shuttle bus service, linking the hotel with Sha Tin and Tsim Sha Tsui, please visit the hotel website - www.hongkong.shatin.hyatt.com for a full schedule.

Our hotel features two restaurants - Sha Tin 18 with four show kitchens featuring authentic Cantonese and Northern Chinese delicacies and Café, a stylish all day dining restaurant with show kitchens featuring international cuisine and local favourites. Recreation facilities include the award-winning Melo Spa, a fitness center, flood lit tennis court, 25 metre heated outdoor pool, whirlpool, sauna and steam room.

**BOOKING DETAILS: The Chinese University of Hong Kong - Department of Mechanical & Automation Engineering
International Convention on SPM / SMI 2014 (Room Only)
25 - 30 October 2014**

Group Code: G-E25L Bookings will be accepted based on availability at the Hyatt Regency Hong Kong, Sha Tin.
PLEASE SUBMIT RESERVATION FORM ON OR BEFORE 25 SEPTEMBER 2014

Last Name (Mr/Mrs/Miss): _____ First Name: _____
Arrival Date: _____ Flight: _____ ETA: _____
Departure Date: _____ Flight: _____ ETD: _____

GUEST DETAILS:

Business Title: _____
Address: _____
State/Country: _____ Zip/Postal Code: _____
Telephone: _____ Email: _____

PLEASE RESERVE: (Please tick the appropriate box)

Rates quoted below are valid from 23 - 29 October 2014

	Single / Double Occupancy		
Mountain View Room with Internet access	<input type="checkbox"/> HK\$1,080	<input type="checkbox"/> King	<input type="checkbox"/> Twin
Harbour View Room with Internet access	<input type="checkbox"/> HK\$1,380	<input type="checkbox"/> King	<input type="checkbox"/> Twin
	Single Occupancy	Double Occupancy	
Regency Club King Room*	<input type="checkbox"/> HK\$1,680	<input type="checkbox"/> HK\$1,980	<input type="checkbox"/> King
Regency Club Harbour Room*	<input type="checkbox"/> HK\$1,980	<input type="checkbox"/> HK\$2,280	<input type="checkbox"/> King <input type="checkbox"/> Twin
Preference:	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-smoking	Remarks: _____

- All the above rates quoted are per room per night and subject to 10% service charge.
- Third occupancy with extra bed can be arranged at HK\$300 plus 10% service charge daily.
- * *Regency Club Rooms guests are able to enjoy complimentary breakfast, all day tea and coffee, evening cocktails and canapes served in the exclusive Regency Club Lounge with sky terrace on the 25th floor; complimentary in-room wired and wireless broadband, and one-hour use of a Regency Club meeting room per day; and express check-in and checkout service at the private reception desk.*
- If a specifically requested room type is full, we will reserve the next category of rooms available accordingly.

PAYMENT:

by Guest

LIMOUSINE:

HK\$720 per car per trip (maximum 3 persons) Arrival Departure

RESERVATIONS GUARANTEE:

- by Credit Card - To protect the safety of your credit card information, please fax the below details to 852 3051 2838.**
- Card Number with Expiry Date - Name of Card Holder
- Type of Credit Card: American Express / Diners Club / Mastercard / Visa / JCB

Note: Room reservations without guarantee details will not be processed.

TERMS & CONDITIONS:

- ◆ Check-in time is after 2:00 pm. Check-out time is before 12:00 noon.
- ◆ Guaranteed early arrival should be reserved the night before and charged accordingly.
- ◆ Cancellation or amendment of stay must be made before 72 hours prior to arrival, otherwise a penalty of one night accommodation charge will be applied.
- ◆ No-show on the specified date of arrival will be subject to one night charge as cancellation fee. The reservation will be released at 12noon after the no show date.
- ◆ Hyatt Regency Hong Kong Sha Tin reserves the right of final decision in case of any disputes.