



**9<sup>th</sup> ASEAN PORTS AND SHIPPING 2011**  
 Wednesday 22 and Thursday 23 June 2011

**FORM 1**  
**Submission**  
**Deadline**  
**15 June 2011**

**HOTEL ACCOMMODATION**  
**OFFICIAL HOTEL**

Room Type	Corporate Rate (US\$)	
	Single Occupancy	Double Occupancy
<b>Deluxe room</b>	<b>US\$72.00++</b>	<b>US\$82.00++</b>
<b>Premier deluxe room</b>	<b>US\$82.00++</b>	<b>US\$92.00++</b>
<b>Executive room (See benefits below)</b>	<b>US\$98.00++</b>	<b>US\$108.00++</b>

\*\*\*All above rates are subject to 10%VAT & 5% Service Charge\*\*\*

**Guest Benefits**

- Daily complimentary buffet breakfast
- Scheduled shuttle services between the hotel and District 1 (Subject to availability.)
- Daily coffee/tea facilities and two bottles of drinking water.
- Use of the fitness center and swimming pool. (Registered guests only)

**Executive Floor Additional Privileges: Benefits below for Executive room only**

- Complimentary in-room broadband internet as well as WIFI service in public areas./Complimentary local calls (land-line only)
- Two pieces of laundry cleaned at no charge and 20% discount for all additional laundry services.
- Express check-in & check-out at the Executive Lounge (24<sup>th</sup> floor)./Welcome fruit basket.
- A choice of either the continental breakfast in the executive lounge or the breakfast buffet in Café Central (4<sup>th</sup> Floor).
- 10% discount at Business Center Services except telecommunications and internet. **Late check out till 4.00pm. Subject to availability.**

**Executive Lounge Benefits:**

- Complimentary canapés, pastries and refreshments. Happy Hour from 17.00 – 19.00 hrs., Daily newspaper.
- Complimentary one-hour use of the workstation with high-speed broadband internet. Subject to availability.
- Complimentary use of the meeting room for one hour. Subject to availability.

**Internet charge**

- In-room broadband service (cable): US\$10++/day/laptop.
- **Wireless or WIFI service** \*\* (in public areas): US\$ 5++/hour or US\$10++/day
- For guest has paid in-room broadband service will enjoy complimentary WIFI access in public areas.

**Airport Shuttle Bus Transfer:**

- US\$ 12 nett per person (one way)
- US\$ 20 nett per person (return)
- Private cars also available upon request at special rate.

**Reservation Code:**

Company Name: .....

Last Name: ..... First name: ..... Title: .....

Date of Birth: ..... Passport No.: ..... Nationality: .....

Telephone: ..... Fax: ..... Email: .....

Arrival Date: ..... Flight Details: .....

Departure Date: ..... Departure Details: .....

**Room Category**

- Deluxe Room** (Single / Double)     **Premier Deluxe Room** (Single / Double)     **Executive Room** (Single / Double)
- **Airport Shuttle Bus Transfer**                       **Pick up**     **Drop off**

**Credit Card Payment**

Credit Card:     AMEX                                       VISA                                       MasterCard     Diner Club

Cardholder's Name: .....

Credit Card Number: \_\_\_\_\_ Date of Expiry: \_\_\_\_\_

Signature: \_\_\_\_\_

- Check in time is 2:00pm; check out time is 12:00 noon.
- No shows will be charged one night room & tax.

• The above room rates are applicable from 18<sup>th</sup> to 26<sup>th</sup> June 2011.

**PLEASE ENSURE THAT YOU RECEIVE YOUR BOOKING REFERENCE WITHIN 7 DAYS OR CALL HOTEL RESERVATIONS TO CONFIRM**

Please send this form to: Fax: +84 8 3835 3594 Tel: +84 8 3833 6688 Ext: 2617

Attn: Miss Thanh Thao – Director of M.I.C.E Email: [thao.vo@windsorplazahotel.com](mailto:thao.vo@windsorplazahotel.com)

Windsor Plaza Hotel: 18 An Duong Vuong Street, District 5, Ho Chi Minh City Vietnam

For more information please visit hotel website: [www.windsorplazahotel.com](http://www.windsorplazahotel.com)