



BEST WESTERN Grand Hotel  
華麗酒店

To : Best Western Grand Hotel  
 Attention : Irene Lo – Assistant Director of Sales - Corporate  
 E-mail : [adoscorp@bestwesterngrandhotel.com](mailto:adoscorp@bestwesterngrandhotel.com)  
 Fax Number : (852) 2730 9936  
 Subject : **16 – 18 December 2013 – ECM 2013**  
**The Second International Conference on Engineering & Computational Mathematics**

Dear Sir,

**Best Western Grand Hotel** is pleased to offer a Super-Save Rate at **HK\$880\*** for single/double occupancy which **Inclusive** 10% service charge per room per night under Superior room category & **HK\$80** per person per meal of buffet breakfast for those guests who join the captioned conference held by The Department of Applied Mathematics of Hong Kong Polytechnic University for coming December 2013. For reservation, please fill in the reservation form as below and return to us for confirmation.

\* This rate is applicable for 15 -19 December 2013 (4 nights)

\*\* Kindly make the reservation on or before **1 November 2013**. All reservations are subject to room availability and hotel's confirmation.

**Part I – To be completed by accommodation application**

Date: \_\_\_\_\_

{ } Reservation                      { } Adjustment                      { } Cancellation

**Guest Name** : \_\_\_\_\_

**Arrival Date** : \_\_\_\_\_ **Arrival Flight** \_\_\_\_\_

**Departure Date** : \_\_\_\_\_ **Departure Flight** \_\_\_\_\_

**No. of room (s)** : \_\_\_\_\_ **Breakfast (s)** : \_\_\_\_\_ ( pax) **Special Request (s)** \_\_\_\_\_

**Airport Shuttle Bus** : Yes ( ) **HK\$130 per trip per person** (one day in advance) No ( )

**Credit card Number** : \_\_\_\_\_ **Expiry Date** \_\_\_\_\_

**For Guarantee Purpose** *Cancellation only accepted 7 days prior to arrival, otherwise one night room rental will be charged as penalty*

**Name of Application** : \_\_\_\_\_ **Signature** : \_\_\_\_\_

**E-mail** : \_\_\_\_\_ **Fax** : \_\_\_\_\_

**Part II – To be completed by Hotel**

{ } Reservation Accepted                      { } Reservation Rejected / Reason \_\_\_\_\_

**Room Rate** : \_\_\_\_\_ **Remarks** : \_\_\_\_\_

**Signature**: \_\_\_\_\_ **Date** : \_\_\_\_\_

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