

HOTEL RESERVATION FORM

“The Society of Korea Smart Water Grid”

Meeting Period: 1st, Nov ~ 2nd, Nov, 2017

◆ Please complete this form and return directly by fax or email to us **no later than 20th Oct, 2017 (final cut-off date)** to ensure room availability and special discount. If there's change regarding with the reservation please contact following number or email.

Reservation Dept.: Phone: +82 32 726 2001 / Fax: +82 32 726 2002,

Email: reservations.opi@oakwoodpremier.co.kr

Arrival Date:	Departure Date:
Booker Name:	Participant Name(Mr./Ms.):
Arrival Flight No./Time :	Departure Flight No. / Time :
Company Name:	Email:
Phone No.:	Fax No.:

◆ Please check your choice of accommodations:

(Unit: Korean Won)

Room Type and size	Rack Rate (Room Only)	Special offered Room Rate (Room Only)	Remark
Studio 40~55sq.m	350,000	<input type="checkbox"/> 110,000	* Complimentary use of high speed internet in room * Additional Breakfast : 24,200KRW /person
1 Bedroom Superior 67-75sq.m	450,000	<input type="checkbox"/> 140,000	
2 Bedroom Superior 101~112sq.m	650,000	<input type="checkbox"/> 260,000	

* All mentioned rates are subject to 10% Government tax and 10% service charge. (Total 21%)

* Additional Breakfast: **Special discount at KRW 24,200 per person** (from a regular price of KRW 33,000 per person) in case of including in the room rate.

◆ A credit card number is required to guarantee your reservation.

Card: <input type="checkbox"/> Amex <input type="checkbox"/> Diners <input type="checkbox"/> Master <input type="checkbox"/> Visa <input type="checkbox"/> JCB	4 digit # for AMEX: _ _ _ _
Card Number:	Expire Date:

Check-in and Check-out Policy / Cancellation and No-Show Policy

- Check-in time after 15:00 and Check-out time before 11:00.
- 1 night penalty will be charge on the no show and cancellation can be made 6pm, 3 days before the arrival date.
- * The hotel will consider the booking to have been cancelled when the guest who has made a reservation for over

One day has not check-in on the first day of the reservation

We are pleased that you have selected Oakwood Premier Incheon and look forward to welcoming you and your guests soon.

Sincerely yours,

◆ Please indicate special requests and comments; (If you need the breakfast, please mentioned below line.)

Date: _____ Signature: _____