

**Courtyard Taipei**  
**Hotel Accommodation Reservation Card**  
**The 7<sup>th</sup> Annual Meeting of AOCC (AOCC 2019)**  
**Friday, 14 June, 2018 – Sunday, 16 June, 2018**

Reservations can be made by completing this form and returning it by fax to **Reservation Department, Tel: 886 2 6615 6560, Fax: 886 2 2171 6563** or email: [cy.reservation@courtyardtaipei.com](mailto:cy.reservation@courtyardtaipei.com) by the deadline of **Friday, 24 May, 2019**. All reservations at the special group rate are confirmed at the time of booking subject to availability, advance booking is recommended. Courtyard Taipei will send a written confirmation upon receipt of this completed form. Courtyard Taipei is built on top of the Nangang Metro, High Speed Rail and Taipei Train Station, making it quick and simple to travel around Taipei City being just four stops away from Taipei's landmark 101

Name Mr / Ms / Mrs  
 (Circle one) Last / Family Name First Name

Title \_\_\_\_\_ Company \_\_\_\_\_

Telephone \_\_\_\_\_ Facsimile \_\_\_\_\_  
 Country code/ Area code/ Tel# Country code/ Area code/ Tel#

Email Address \_\_\_\_\_

Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_

**TYPE OF ROOM:**

	<u>Special Room Rate</u>	<u>2019 Published Rate</u>
[ <input type="checkbox"/> ] Superior Room [11pin/36 sqm]	NT\$5,500++ (including 1 breakfast) NT\$6,710++ (including 2 breakfasts)	NT\$12,000++ (Room Only) NT\$12,600++ (Room Only)
[ <input type="checkbox"/> ] Deluxe Room [13pin/43 sqm]	NT\$6,050++ (including 1 breakfast) NT\$7,260++ (including 2 breakfasts)	NT\$13,500++ (Room Only) NT\$14,100++ (Room Only)

**ROOM PREFERENCE:**

[  ] 1 KING BED [  ] TWIN BED

**Terms & Condition:**

- Above room rates are subject to 10% service charge and 5% government tax per room per night.
- Above room rates are inclusive of basic wireless internet connection and American buffet breakfast at one for single occupancy and two for double occupancy, served at Sunrise (7<sup>th</sup> Floor).
- Room preference requirement is subject to room availability upon check-in.
- **Cancellations or shorten room nights received between 8 and 14 days prior to check-in date will result one night's room charge as penalty; cancellations or shorten stay received 7 days within check-in date will result entire stay room charge as penalty.**
- Please note that hotel official check-in time is after 15:00 and check-out time is 12 noon. Early check-in or late check-out can be made at applicable charges.
- Effective from 11 January 2009, hotel will comply with anti-smoking law announced by government. All hotel rooms are non-smoking rooms.

**TAIPEI TAOYUAN INT'L AIRPORT TRANSPORT SERVICES: (Rate is subject to change without further notice)**

Arrival Flight/Time: \_\_\_\_\_ Departure Flight/Time: \_\_\_\_\_

[  ] Limousine at NT\$2,800 per car per trip from Taipei Taoyuan International Airport to the hotel.

[  ] Guest own arrangement.

**Other option: Public Airport Bus - TBA**

**I will guarantee my reservation with: (please be advised that reservation will only be confirmed given the following information.)**

[  ] VISA [  ] Master Card [  ] American Express [  ] JCB [  ] Diners Club

Credit Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR HOTEL USE ONLY**  
**CONFIRMATION ROOM TYPE:**  
**REMARK:**

**CONFIRMATION #:**  
**CONFIRMED BY:**  
**DATE:**