



Hotel Reservation Form Pullman Khon Kaen Raja Orchid

The 5<sup>th</sup> International Conference on Government Performance Management and Leadership

13-15 September 2017

Pullman Khon Kaen Raja Orchid, Thailand

Hotel Reservation Form

- Check in time: 2 p.m. and check out time: 12.00 a.m.

Arrival Date:

Departure date:

Name:

1. Prof/Dr./Mr./Ms.

(Surname)

(First name)

(Middle Name)

Organization / Company:

Designation / Position:

Full Address:

For more numbers of participants, please put additional name in another sheet.

Special rate for issue receipt under Thai Government

Table with 4 columns: Type of room, Rate, Type of room, Rate. Rows include Standard Double, Standard Twin, Superior King, Superior Twin, Deluxe Room, Junior Suite, Executive Suite, and Extra Bed.

Special rate for issue receipt under Government Over Sea, Institute, Company

Table with 4 columns: Type of room, Rate, Type of room, Rate. Rows include Standard Double, Standard Twin, Superior King, Superior Twin, Deluxe Room, Junior Suite, Executive Suite, and Extra Bed.

\* Net rate including breakfast

Accommodation

Participants are requested to submit the attached Hotel Reservation Form directly to the following address not later than 5 September 2017 to ensure that appropriate room/s is/are blocked for participants who join this event.

Transportation Request

Airport transfer: 120 Baht per person /1 way for join shuttle bus:

Request date: .....

Request date: .....

Time.....Flight.....

Time.....Flight.....

( ) Airport – Hotel

( ) Hotel – Airport

GUARANTEE POLICY & OTHER CONDITIONS – INDIVIDUAL

In order to hold space on a firm basis, an amount equal to one night full room rate + 10% service charge and 7% vat must be guaranteed by credit card authorization valid at the start of your stay or deposit must be received by the hotel or on or before 5 September 2017. unless otherwise specified.

- No cancellation charge applies to changes up to one day prior to arrival. After that, the first night will be charged.
The room is available for check-in from 14:00 hours on the day of arrival and must be vacant by 12:00 hours on the day of departure unless an arrangement has been made.

- Bank Account Name: Raja Orchid Hotel Co., Ltd.
Bank Name: Siam Commercial Bank Public Co., Ltd.(Khon Kaen Branch)
Account Number / บัญชีออมทรัพย์เลขที่ : 511-2-42722-9

\*\*Please send Reservation Form to the hotel and send Bank receipt by FAX or E-mail to confirm at 66 43 9 133 334 or rsvn@pullmankhonkaen.com. Please keep Bank receipt with yourself. Should you need any further assistance or information, please do not hesitate to contact us at 66 43 9 133 333 \*\*\*