

请把表格电邮至预订部 Please complete the form and email back to The Ritz-Carlton Shanghai, Pudong at:
rc.shasz.reservation@ritzcarlton.com

(请用英文正楷填写)

<input type="checkbox"/> 博士 Dr	<input type="checkbox"/> 先生 Mr	<input type="checkbox"/> 女士 Ms	名 First Name	姓 Family Name
公司 Company			职务 Title	
电话 Tel			电邮 Email	
国家 Country			城市 City	

抵达及退房 Arrival and Departure Info

抵达日期 Check in date	航班 Flight	抵达时间 ETA
退房日期 Check out date	航班 Flight	退房时间 ETD

客房预订 Room Reservation

客房类型 Room Preference	单人入住 <u>Single Occupancy</u>
行政豪华房 Club Deluxe Room	<input type="checkbox"/> RMB 2,500

以上价格不包含 10% 的服务费。6% 的增值税在该房价以及 10% 服务费之上另行收取。房间分配将视酒店客房出租情况并以先订先得原则安排
行政豪华房包含每日一份在 49 楼行政酒廊的自助早餐

The above room rates are subject to 10% service charge. A 6% Value Added Tax is applied on the above rates and the 10% service charge.
Room assignment will be subject to first come first served basis & subject to availability
Club Deluxe Room rates are inclusive of one daily breakfast at 49F Club Lounge.

机场接送服务 Airport Transfer

服务要求 Transfer Required	<input type="checkbox"/> 接机服务 Arrival Pick up	<input type="checkbox"/> 送机服务 Departure Transfer
	<u>虹桥国际机场 Hongqiao Airport</u>	<u>浦东国际机场 Pudong Airport</u>
宝马 5 系 BMW 5 series	<input type="checkbox"/> RMB 750	<input type="checkbox"/> RMB 950
奔驰 S 级 Mercedes S Class / 宝马 7 系 BMW 7 series	<input type="checkbox"/> RMB 950	<input type="checkbox"/> RMB 1,200
丰田阿尔帕商务车 Toyota Alpa	<input type="checkbox"/> RMB 2,200	<input type="checkbox"/> RMB 2,500

以上为单程价。请务必提前告知酒店飞机航班信息。价格已包含所有税费。

One-way rate per car, airport transfer may only be confirmed with flight details. The above rates are all-inclusive price.

护照资料 Passport Details

护照号 Passport No	签证号 VISA No
签发日期及有效期 Date of Issue & Validity	签发地点 Place of Issue

信用卡资料 Credit Card Details

卡主姓名 Cardholder name	有效期 Expiry Date
信用卡号 Credit Card No.	授权签字 Authorized Signature
<input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> Master Card <input type="checkbox"/> DC	

仅供酒店使用 Hotel Use Only

预订确认 Reservation confirmed by	预订确认号 Reservation No.
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请将预订单于 **2019 年 8 月 29 日, 星期四** 前电邮至浦东丽思卡尔顿酒店 rc.shasz.reservation@ritzcarlton.com, 此日期后预订将根据酒店客房出租情况而定。如通过旅行社预订将无法保证享受以上特别优惠价格。预订但未抵达的客人, 酒店将有权收取以上信用卡原预订间夜数之房费。
酒店入住时间为下午 2 点。离店时间为中午 12 点。2019 年 8 月 29 日, 星期四之后取消预订, 或预订当日没有抵达, 或缩短入住时间提前离店, 都将被收取相当于原所有预订夜数之房费。客房需预提供信用卡资料。

Reservations should be made directly with Ritz-Carlton Shanghai Pudong by returning this form via email to rc.shasz.reservation@ritzcarlton.com on or before **Thursday, August 29, 2019**. Any reservation request after this date will be subject to room availability basis. Special conference rate has been arranged for all participants; in order to avail of this rate, please do not course your reservation through a travel agent. The above credit card number will serve to guarantee the room reservation and authorize Ritz-Carlton Shanghai Pudong to charge. Each individual room cancellation(s) after **Thursday, August 29, 2019**, or any no-show on the specified date of arrival, or shorten stay, or early check-out on the specified date of departure will be subject to a 100% charge of the entire length of period booked payable by the individual guests. Hotel rooms are available for guest check-in after 2.00pm. Check out time is 12.00 noon. No booking would be confirmed without credit card details.

如有疑问请致电 For any questions on room reservations, please contact:

酒店预订部 Hotel Reservation Department, The Ritz-Carlton Shanghai, Pudong

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