

National University of Singapore
Faculty of Law, Centre for Law & Business
 "Framing Intellectual Property Law in the 21st Century – Integrating Incentives, Trade,
 Development, Culture and Human Rights"
14-15 August 2014



Attn: **Luke Wong**
 Assistant Director of Sales

HOTLINE: (65) 6734-8595

Reservations Code: M120814NUS
 Hotel Confirmation No.: _____

PLEASE E-MAIL TO ORCHARD HOTEL SINGAPORE at groupres.ohs@millenniumhotels.com
PLEASE FAX TO ORCHARD HOTEL SINGAPORE at (65) 6739-6645

BOOKER INFORMATION

Contact Person : _____ Date : _____
 Company : _____ Telephone : _____
 Fax : _____ Email : _____

TRAVEL GUEST INFORMATION

Guest Name : _____
 Sharer (if any) : _____
 Company : _____ Designation : _____
 Residential Address : _____
 Postal Code : _____ Country : _____
 Tel : _____ Fax : _____
 No. of Nights : _____ Email : _____
 Arrival Date : _____ Arrival Flight & Time : _____
 Departure Date : _____ Departure Flight & Time : _____

ACCOMMODATION REQUEST (Please select your accommodation requirements by ticking appropriate box and omitting bedding type)

Room Category	Room Rates With Breakfast and Internet	
	Single (1 Person per room)	Double/Twin (2 Persons per room)
Deluxe	S\$245.00 ++ per room per night (Room inclusive of breakfast and internet) <input type="checkbox"/>	S\$265.00++ room per night (Room inclusive of breakfast and internet) <input type="checkbox"/>
Premier	S\$265.00 ++ per room per night (Room inclusive of breakfast and internet) <input type="checkbox"/>	S\$285.00++ per room per night (Room inclusive of breakfast and internet) <input type="checkbox"/>

AIRPORT TRANSFER REQUIREMENTS

Limousine Transfer can be arranged, at S\$73.83nett per way (an additional S\$10.70nett per way, for transfers required between 2300 – 0700hrs)
Arrange Arrival Transfer Yes No | **Arrange Departure Transfer** Yes No

RESERVATION GUARANTEE INSTRUCTIONS (Payment will be collected directly from guest at Hotel)

Visa Mastercard Amex JCB
Card Holder Name : _____
Card Number : _____ **Expiry Date** : _____

Terms and Conditions

- **All rooms reserved are subject to 10% service charge and 7% prevailing government taxes.**
- Rooms are subject to availability upon making of reservation & all bookings must be guaranteed by credit card. Kindly revert latest by **21st July 2014**. Thereafter, the room rates may vary at the point of reservation.
- In the event of no-show or cancellation for guaranteed reservations received after **21st July 2014**, a one night room rate will be charged to the credit card.
- You will receive an email from the Orchard Hotel Singapore with a confirmation number once your reservation has been processed.
- Check in time: 14:00 hrs, Check out time: 12:00 noon. For arrival before 1400 hrs, kindly pre-block your room a day earlier, subject to one night's additional charge. 50% of the room rate will be levied for any late check out request till 18:00hrs, thereafter, the full day rate is applicable, subject to room availability.

Thank you for choosing the Orchard Hotel Singapore as your preferred choice of accommodation

Signature: _____