



**ST REGIS**  
SINGAPORE

**HOTEL RESERVATION FORM**

**FOG 12**

Asia-Pacific CSD Group

Please forward completed form to email: [reservations.singapore@stregis.com](mailto:reservations.singapore@stregis.com) or  
Fax: +65 6506 6708 / Tel: +65 6506 6825 (Attn: Ms Triana Sani)  
by 09 October 2008

**The St. Regis Singapore**  
**29 Tanglin Road, Singapore 247911**  
Tel: +65 6506 6888  
Fax: +65 6506 6788  
[stregis.com/singapore](http://stregis.com/singapore)

**Hosted By**  
**Singapore Exchange Limited**  
**The 12<sup>th</sup> General Meeting of ACG**  
**9 – 11 November 2008**

<u>Selection</u>	<u>Room Type</u>	<u>Single / Double Occupancy</u>
<input type="checkbox"/>	<b>Executive Deluxe Room</b> (Room size: 50sqm)	<b>S\$525++ (single/double)</b>

**Please tick the appropriate requirement. Kindly indicate single or double occupancy.**  
*\*Room rate is inclusive of breakfast for 1 person. Additional breakfast will be at \$38++ per person. Rates are subject to 10% service charge, 7% government tax.*

<b>I/We wish to make a reservation as follows:</b>		
Guest Name: First Name	Last Name:	Nationality:
Room Preference: ___ Smoking* ___ Non-smoking room*	___ King size bed ___ Double beds	
Passport No.	Country of Issue	Date Issued :
		Date Expiry:

*\* Kindly note that all room preferences are based on availability upon confirmation*



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BUSINESS INFORMATION		
Company Name		
Job Title	E-mail	
Company Address		
City	State/Province	Tel :
Country	Postal Code	Fax :
FLIGHT DETAILS		
Arrival Date	Flight/ETA	Airport Pick-up (S\$265 nett per car per way inclusive of personalized custom clearance at CIP Terminal. Midnight surcharge applies) <input type="checkbox"/> Yes <input type="checkbox"/> No
Departure Date	Flight/ETD	
		Airport Drop Off (S\$245 nett per car per way. Midnight surcharge applies) <input type="checkbox"/> Yes <input type="checkbox"/> No

My account will be settled by

Credit Card

In order to firm up my reservations, I would like to guarantee this with my credit card details as follows:

Type of Card  
\_\_\_\_\_

Credit Card No.  
\_\_\_\_\_

Batch Code (for Amex card)  
\_\_\_\_\_

Expiry Date  
\_\_\_\_\_

Cardholder's Name  
\_\_\_\_\_

Cardholder's Signature  
\_\_\_\_\_



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**RESERVATION PROCEDURES AND POLICY**

To assist us in preparing for your arrival, please advise us of the arrival flight details as soon as they are available. At the same time, the hotel mandates that all reservations be guaranteed by furnishing the guest's credit card details or guaranteed by the company in the form of a written fax. **In the event that guest does not check-in or if a guaranteed reservation is cancelled, an entire duration of stay charge will apply. Please note that the rate is exclusively for attendees of this event and is only valid till 9 October 2007.** After which our hotel will be pleased to extend our Best Available Rates for all attendees.

**CHECK-IN AND CHECK-OUT TIME**

Check-in time at the Hotel is after 1400hrs. The Hotel will make reasonable efforts to accommodate early arrivals before 1400hrs. Please make a one night pre-blocking of guest rooms should you require an early check in before 1400hrs.

The official check-out time is 1200hrs. Late check-out will be on request basis. Subject to availability, a 50% discount off the room rate will apply if guest checks-out before 1800hrs. If the guest checks out after 1800 hrs, a full day charge will be levied based on the existing room rate.

<b>FOR HOTEL USE ONLY</b>		
Confirmation No.	Reservation Type	Credit Card No.
Room No.	Room Type	Advance Deposit
No. of Guests	Room Rate	Reservation Clerk