

**SGH ENT Instructional Course Fortnight 2018**  
**03 August to 20 August 2018**

**ROOM RESERVATION FORM**

<b>COMPLETE DETAILS IN FULL</b>			
<b>Title</b>	<input type="checkbox"/> Mr / <input type="checkbox"/> Mrs / <input type="checkbox"/> Ms / <input type="checkbox"/> Dr / <input type="checkbox"/> Prof / <input type="checkbox"/> Others (Please specify):		
<b>Guest # 1</b>	First Name:	Last Name:	
<b>Guest # 2</b>	First Name:	Last Name:	
<b>Company Name:</b>			
<b>Contact Details</b>	E-mail:	Tel:	Fax:
<b>ROOM CATERGORY RATES</b> *Valid for reservation made by <u>Friday, 20 July 2018</u>			
Inclusive of internet access and daily breakfast			
<input type="checkbox"/> <b>Dorsett</b> (Single/Twin)	S\$200.00 ++ / S\$220.00 ++		
<input type="checkbox"/> <b>Deluxe</b> (Single/Twin)	S\$230.00 ++ / S\$250.00 ++		
<b>Check-in Date:</b>	<b>Flight Details:</b>		
<b>Check-out Date:</b>	<b>Flight Details:</b>		
<b>Comments:</b>			
<b>CREDIT CARD GUARANTEE</b>		<b>CARD TYPE:</b> <input type="checkbox"/> MASTER CARD / <input type="checkbox"/> VISA / <input type="checkbox"/> AMEX / <input type="checkbox"/> DINERS / <input type="checkbox"/> JCB	
<b>Card No:</b>	<b>Expiry Date</b> (mm-yy):		
<b>Name on Credit Card:</b>	<b>Cardholder's Signature:</b>		

Please complete the form and **email it before Friday, 20 July 2018** to:

**Reservations Department**

333 New Bridge Road, Singapore 088765

Tel: +65 6678 8385 | Fax: +65 6678 8308

Email: [reservation.singapore@dorsetthotels.com](mailto:reservation.singapore@dorsetthotels.com) / [serena.ng@dorsetthotels.com](mailto:serena.ng@dorsetthotels.com)

Website: [dorsetthotels.com/singapore](http://dorsetthotels.com/singapore) | [dorsett.com](http://dorsett.com)

**NOTES / TERMS & CONDITIONS**

- Room rates are in Singapore Dollar and are subject to 10% service charge, and prevailing Goods & Services Tax (GST), unless otherwise stated.
- All reservations must be guaranteed by credit card for the full duration of stay, booked.
- The above rate is **applicable for stay from 03 August to 20 August 2018** (all dates inclusive).
- Rate is valid for reservation made by **Friday, 20 July 2018**, after which rate will be subject to change without prior notice.
- No- show or cancellation made **after Friday, 20 July 2018** will be subject to one night cancellation charge.
- Our standard **check-in time** is at 1400 hours. Check-in before 1400 hours is subject to room availability unless the room is pre-blocked one night in advance, for which the charges of an additional full day will be levied at the confirmed rate.
- Our standard **check-out time** is at 1200 hours. All late check-out requests are subject to availability.  
An extended check out till 1800 hours can be arranged at a half day's room charge and thereafter at a full day charge.
- **Room Categories and bed type are subject to availability** and is based on first served basis.