

Booking Ref: \_\_\_\_\_

## HOTEL RESERVATION GUARANTEE FORM

<b>Hotel name :</b>	<i>Written by hand on the printed fax form</i>
<b>Destination city :</b>	
<b>Guest name :</b>	
<b>Guest nationality :</b>	
<b>Reservation Info:</b>	
<b>Number of guests :</b>	
<b>Number of rooms :</b>	
<b>Room type:</b>	
<b>Room rate :</b>	
<b>Check in date :</b>	
<b>Check out date :</b>	
<b>Credit Card Info:</b>	
<b>Card type :</b>	
<b>Card number :</b>	
<b>Expiry date (mm/yy):</b>	
<b>Cardholder's name :</b>	
<b>Cardholder's address :</b>	
<p>FRONT COPY OF YOUR CREDIT CARD ( must be provided according to the Bank of China )</p>	<p>BACK COPY OF YOUR CREDIT CARD ( must be provided according to the bank of China )</p>
<p>I agree that one night compensation will be charged for modification or cancellation made within 7 working days prior to arrival and One night penalty will be charged for no show and early check out.</p>	
<b>Signature:</b> ( same as appears on card)	
<b>Your Passport Number</b>	
Your Email Address:	
Your Fax Number:	
Your Telephone Number:	