



Materials Today 2007
September 2-5, 2007
Loong Palace Hotel & Resort
Huilongguan, Changping District, Beijing 102208, P.R China

Please fax or e-mail this Accommodation form directly to Reservations Department of the Loong Palace Hotel & Resort
Reservations Fax: +86-10-80793888 / Telephone: +86-10-80799988-71013 / Email: Reservation@Loongpalace.com

Surname: _____ First Name: _____

Company / Title: _____

Address: _____

City: _____ Zip Code: _____ Country: _____

Telephone: _____ FAX: _____ E-mail: _____

Accommodations for the Participants - Please tick your preferred choice.

- Superior Studio Room (Main Wing) USD 114 p/night for single/double occupancy
Superior Room (South Wing) USD 99 p/night for single/double occupancy
Garden All-suite Hotel (3 star) USD 60 p/night for single/double occupancy

** Room rates are subject to 15% surcharge*

** The above room rates are inclusive of maximum of 2 daily breakfasts*

Special Requests: _____

Accompanying Person for sharing room (If any)

Surname: _____ First-Name: _____

Travel information

Arrival Date _____ Flight No. _____ Arrival Time _____

Departure Date _____ Flight No. _____ Departure Time _____

In order to guarantee you reservation, please supply your credit card details below:

Visa Master Card American Express Dinners Club

Card Number _____

Card Holder Name _____

Expiration Date _____ Signature _____



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Terms and Conditions

- 1) Accommodation at the rates quoted is available only to registered delegates of the above meeting and can only be made using this form.
- 2) Please note that any changes or cancellations made to your reservation have to be notified in writing to the hotel.
- 3) The deadline for making reservations is June 2, 2007 after which accommodation is subject to availability at prevailing rates.
- 4) Any written cancellation of a confirmed room reservation or change of dates result in reduction of stay received within 3 days prior to expected arrival date will be subject to cancellation charge of full length of stay.
- 5) Any guests who do not show up on the expected arrival day, will be charged at an amount equivalent to a full length of stay based on the relevant room rate outlined above.
- 6) All reservations must be guaranteed by major credit cards.
- 7) Any balance of room and incidental charges must be settled upon departure.
- 8) Check in is at 2:00PM (14:00). To guarantee check-in time before 12:00 noon, please book one night before. The room charge will be based on the daily room rate quoted above.
- 9) Check out is at 12:00 noon.
- 10) The above room rates will be valid for 3days prior to and 3days after the main conference date.



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