

INDIVIDUAL RESERVATION FORM

Centre for Management Technology
Group Meeting during 20 – 22 February 2023

Confirmation No.

Personal Details		
Attendee's Name:		Country:
Sharer Names:		Country:

ACCOMMODATION		
Check-in Date		Check-out Date
Number of Nights		Check-in time is 14.00 hrs. / Check-out time is 12.00 hrs.
Request for <u>Luxury Room with Breakfast</u> <input type="checkbox"/> Luxury Room Single / Double Occupancy at THB 5,000++ per room / night <input type="checkbox"/> The extra-bed is THB 1,500++ per night inclusive of breakfast and internet. <i>*The rates is subject to 10% service charge and 7% tax.</i>	<u>Bedding Types:</u> <input type="checkbox"/> King Bed <input type="checkbox"/> Tw in Beds <u>Room Request:</u> <input type="checkbox"/> Smoking <input type="checkbox"/> Non-Smoking	<u>Additional Requests:</u> If any

Credit Card	
Credit Card Number:	_____
Date of Expiry:	_____
Card Holder's Name:	_____

FLIGHT DETAILS			
Arrival Date		Departure Date	
Flight Number		Flight Number	
Arrival Time		Departure Time	
Hotel Limousine			
Airport Pick-up	<input type="checkbox"/> Yes <input type="checkbox"/> No	Airport Drop-off	<input type="checkbox"/> Yes <input type="checkbox"/> No
Airport Transfer Services <input type="checkbox"/> BMW series 5 at THB 2,500. -net per car per one way (Max.2 persons) <input type="checkbox"/> Mercedes Benz VITO at THB 3,400. -net per van per one way (Max.5 persons) <i>You can reach our airport representative at +66 (0)88 974 2636.</i>			Transfer Notes:



S O F I T E L

BANGKOK SUKHUMVIT

Cancellation Policy

- 13 days prior to the arrival date: One night charge per room will be applied as cancellation fee.
- 7 days prior to the arrival date: Full length of stay charge per room will be applied as cancellation fee.

**In case of flight cancelled or delayed, the modification will be made free of charge.

NO-Show Policy

- The hotel shall apply a charge equivalent to full stay at your room rate including tax and service charges in the event of no show on the day of arrival. The charge will be made on the guest credit card, which is provided at the time of reservation.
- For guests who are on a centralized Master Account, the no-show charge will be made to the Master Account.

Please complete this form and return by e-mail to h5213-re3@sofitel.com

Please also CC: sutthinon.pornnikom@sofitel.com and h5213-sl22@sofitel.com

