**Hotel reservation form must be completed and return to ITU Regional Office for Asia and the Pacific**

**by fax +66 2 575 3507 or email:** **wachira.woramanakul@itu.int** **by 31 July 2015.**

**Hotel Reservation Form**

#### DELEGATE INFORMATION (Please complete all fields in CAPITAL letters)

|  |
| --- |
| ❑ Mr ❑ Mrs ❑ Ms ❑ ….. Confirmation**#** (for Hotel fill in only):…………...………... |
| Family name:……………………..……………………. | First Name:………………….……................................... |
| Organization:./Company ………………………………………………………………………………………………. |
| Address:……..……………………………………………………………………………………………………………… |
| Postcode:…………............. | City:.………………………… …….. | Country:…..………………………………… |
| Tel:…….……………………. | Fax:….………………… ………...…  | Email:…………………..…………………… |
| From:……...........…............. | Arrival Date:…….………................ | Flight No:.…………………………………… |
| To:....................………….... | Departure Date: ………...……….... | Flight No:……………………………………. |
| Special Requests: ❑ Non Smoking ❑ Smoking Other ❑…………………………………………………………………………………………… |

#### ACCOMMODATION

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| --- |
| \* Please book on my behalf at **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** No. of nights \_\_\_\_\_\_\_ |
| ***Grande Centre Point Hotel Ploenchit Bangkok***[www.grandecentrepointhotels.com](http://www.grandecentrepointhotels.com/) |
| **Room type** | Deluxe ❑ Single ❑ Double |
| One bedroom suit ❑ Single ❑ Double |
|  |
| In order to guarantee your reservation as shown above, please indicate your credit card no. below : Expiry date : (mm/yy)Cardholder’s Name (as it appears on the credit card): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Type: □ Visa / □ Master Card / □ American ExpressDate:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**\**Note*** *:*  Hotel rates are available at “Useful Information for Participants”.

 The hotel bill must be settled on an individual basis upon departure.