**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**](mailto: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

|  |  |
| --- | --- |
| \* 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 Express  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

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

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