



**“International Conference On Biodiversity 2019”  
Hotel Reservation Form**

Please return a completed Hotel Reservation form within 25 April 2019 by fax/email to Reservations Department  
Tel: +66 2267 9700-3 ■ Fax: +66 2267 9709 ■ E-mail: [reservation@iresidencesilom.com](mailto:reservation@iresidencesilom.com)

**Name of guest:**

(Mr/Ms/Miss) \_\_\_\_\_ (First Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_

Company Name:..... Position: .....  
Tel: ..... Fax : .....  
Email: .....  
Date of Arrival:..... Arrival Flight No./Time: .....  
Date of Departure:..... Departure Flight No./Time:.....  
Check-in Date ..... Check-out Date: .....  
(check in time: 2:00 pm) (check out time: 12:00 pm)

**Room type: Deluxe Room (25. sqm)**

Single occupancy: THB 1,400 net  Double occupancy: THB 1,500 net

Sharing name (Mr / Ms / Miss) \_\_\_\_\_

- Rates are inclusive of 10% service charge and 7% applicable government tax per room per night
- Rates are inclusive of international buffet breakfast at I sky restaurant and free Wi-Fi
- Extra bed charge at THB. 800. - net per room per night
- Complimentary 2 bottles of drinking water

**Smoking preference / Bed type request:** .....

**IMPORTANT NOTE – GUARANTEED POLICY:**

Guest's credit card with expiry date is required to guarantee the room reservation and/or transfer request  
The following cancellation charge will be imposed on your credit card:



### Credit Card Authorization Form

I, \_\_\_\_\_, hereby authorize I Residence Hotel Silom to charge my credit card for the amounts invoiced.

Customer Company/Agent Name: \_\_\_\_\_

Guest/Party name: \_\_\_\_\_

Check in: \_\_\_\_\_ Check out: \_\_\_\_\_

Accommodation charge (THB): \_\_\_\_\_

VISA / Master Card only

Credit Card Number:

\_\_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_ CVC Code: \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please include a copy of the front and back of your credit card along with this form.

A large, empty rounded rectangular box intended for the guest to attach a scan or photo of the front of their credit card.A large, empty rounded rectangular box intended for the guest to attach a scan or photo of the back of their credit card.

- Credit card is required to guarantee your room upon making reservation.  
Cancellation can be made from 15 days or more before arrival date with NO penalty charge
- Cancellation from 8-14 days before arrival, the hotel will make one-night deposit to your credit card for any cancellation.
- Cancellation from 7 days or less before arrival, no-show, and/or early departure will result in full penalty charge of total room nights to your card.