



ROOM RESERVATION FORM
IPU Regional Seminar on HIV and AIDS
TAKING EFFECTIVE PARLIAMENTARY ACTION AGAINST HIV AND AIDS
Hanoi, Vietnam, 10-12 December 2009

To the attention of Hilton Hanoi Opera Reservation Department Tel: +84 4 3933 0500, ext 1441 Fax: + 84 4 3933 0630 Email: groups.hanoi@hilton.com	From: Booker:: _____ Tel: _____ Fax: _____ Email: _____
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Room type (please choose one):

- Hilton Deluxe Room single occupancy @ US\$150.00++/night including daily breakfast**
- Hilton Executive Room single occupancy @ US\$190.00++/night including breakfast, internet and all executive lounge benefits**
 - *For double occupancy, please add US\$15++ to the abovementioned rates*
 - *All rates listed above are subject to 5% Value Added Tax and 5% Service Charge.*
 - *Check in time is 14:00hrs. Check out time is 12:00 noon.*
 - *Early check in / late check out is subject to room availability and additional charges.*
 - *Payment for accommodation and incidental charges will be settled by you upon departure.*
 - *Rate is valid till November 27th, 2009. Any reservation made after this date will be subject to room availability.*
 - *Cancellation Policy: Guests failing to arrive will be charged in full or any cancellation after 27th November will be subject to full charge per reservation made.*
 - *Shorten stay will be subject to 01 night charge.*

Guests' names: _____	_____
Number of rooms: _____	Number of guests: _____
Arrival date: _____	Arrival flight details: _____
Departure date: _____	Departure flight details: _____
Any other information: _____	
<u>Credit Card Details (Mandatory)</u>	
Cardholder Name: _____	Number: _____
Credit Card Type: _____	Expiration: _____

We are located approximately 45 minutes drive from Noi Bai airport. We can arrange a private luxurious transfer to and from the airport with our fleet of BMW 530i. If you wish to book please tick below and ensure you have provided us with your flight details.

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|--------------------------------------------------------------|------------------------------|-----------------------------|
| Individual Airport pick up (at US\$ 60 ++/car): | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Individual Airport pick up and drop off (at US\$ 110 ++/car) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
