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I. Personal details delegate (Please print clearly and use a separate registration form for each delegate)					elegate)			
Identification:	🗆 Dr	Prof	A/Prof	🗆 Mr	🗆 Mrs	🗆 Mdm	🗆 Miss	(please tick one)
1		1	/1			171		
First name			Middle name			Fai	mily name	
Job title				De	partment			
Company								
Mailing address								
City		State		Postal o	ode		_ Country	
Country/Area code	/	F	Phone			Fax		
E-mail address								
Accompanying p	berson(s) :	If sharing with	h someone, ple	ease provid	e his/her nam	ne.		
🗆 Dr 🗆 Mr 🗆 Mr	s 🗆 Miss						_ /	
Other personal i			Firs	st & Middle n				Family name
Room type prefere	nce		g	□ Non-s	smoking			
Food Preference (-		-			
No Preference	🗆 No Pork,	No Lard	Vegetarian 🛛	No Beef	Others :			
* Rates are subject to 1 * Please indicate: (1) for	10% service	charge and pre	vailing Goods a	and Services	Tax (GST), cu	urrently is at 7%	% GST.	nent

* Room rate is inclusive of one breakfast /day for single room or two breakfasts per day for twin/double room and internet for 1 person only.

All room assignment will be made on a first-come first-served basis.

Name of Hotel	Room Type	Driving Distance from official hotel	Room rate in SGD (per room/per night)		Class	Choice preferred	Single with breakfast	Twin/Double with breakfast	Total no.
			Single With breakfast for 1	Twin/Double With breakfast for 2		in numeric order	(a)	(b)	of nights
OFFICIAL HOTEL									
Conrad Centennial Singapore	Deluxe	0.5 km	315.00++	345.00++	5 Star				
BUGIS AREA									
30 Bencoolen	Superior	1.0 km	200.00++	230.00++	4 Star				
Oxford Hotel	Superior	1.0 km	140.00++	150.00++	Budget				
Rendezvous Hotel	Deluxe	1.0 km	240.00++	260.00++	4 Star				
BEACH ROAD AREA									
ParkRoyal on Beach Road	ROH	1.1km	230.00++	250.00++	4 Star				
MARINA SQUARE AREA									
Pan Pacific Hotel	Deluxe	0.5 km	290.00++	320.00++	5 Star				
The Ritz-Carlton Millenia Singapore	Deluxe	0.5 km	360.00++	390.00++	5 Star				
Marina Mandarin	Deluxe	0.5 km	270.00++	300.00++	5 Star				
LAVENDER AREA									
Hotel Boss	Superior	2.6 km	127.00++	137.00++	Budget				
V Hotel Lavender	Superior	2.3 km	136.00++	146.00++	Budget				
CLARKE QUAY AREA									
Hotel Clover @ Hong Kong Street	ROH	2.0Km	135.00++	155.00++	Boutique				
HAVELOCK AREA									
Grand Copthorne Waterfront	Superior	3.4Km	235.00++	255.00++	5 Star				
Check-in Date:		FI	light details:			Time:			
Check-out Date:		FI	light details:			Time:			







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First n	ame	/ / / Middle name				
Mode of paymen	t Check choices	. Your room reser	vation is not confirm	ned until payment is rece	ived.	
CREDIT CARD [pl	ease select one]	UISA 🗆 MAS	TERCARD 🔲 AM	IERICAN EXPRESS		
Card holder's name (as	in credit card):					
Credit card number: _	/(15 digits for AM	// /IEX, 16 digits for VISA		Expiry date:	/(mm / yy)	

I hereby authorise the hotel to charge one room night as deposit for reservation of room/s and full duration for any cancellation of room/s made by me after Monday 8th January 2018 (Please refer to the Terms and Conditions listed below).

Signature of cardholder:	(Essential)	Date of authorisation:	/	/
-	(Authorising charge and acknowledging cancellation policy)		(dd / mm /	/ уу)

Terms and Conditions:

- 1. Please click on the link of the respective hotel to book your accommodation.
- 2. Please be informed that all hotel bookings made would be charged directly by the respective hotel booked.
- 3. Upon completion of booking with payment a confirmed booking number will be issued by the hotel immediately when you booked through their web link.
- 4. All official hotels would require a full credit card details including the credit card number, security code and expiry date and at least one night's room deposit (++ denotes: to include 10% service charge and 7% Goods Services & Tax (GST) or prevailing government taxes) to secure reservation. The remaining payment should be settled at check-out and will be charged in Singapore dollars.
- 5. Any cancellation must be notified in writing to RCOG 2018 Congress Secretariat & Housing Bureau at email by Monday 8th January 2018. In this case, the hotel shall be entitled to charge at least one (1) night's room charge deposit (++ denotes: to include 10% service charge and 7% Goods Services & Tax (GST) or prevailing government taxes) to your credit card.
- For any cancellation received after Monday 8th January 2018, the hotel shall be entitled to charge the full duration of room nights booked deposit (++ denotes: to include 10% service charge and 7% Goods Services & Tax (GST) or prevailing government taxes) to your credit card.
- 7. Kindly note the official check-in and the late check-out time (some hotels would have a different check-out time) and the charges: official check-in time is at 1500hrs and the check-out time is at 1100hrs or 1200hrs and a 50% charge will be imposed for check-out before 1800hrs and a full day rate for check-out after 1800hrs.
- 8. For early arrival in the morning before check-in time, you are advised to book an extra room night. An extra room night would not be reserved should the Congress Secretariat not receive any instruction from you to do so. Should you be checking out late, the late check-out charges as stated above in point 5 would apply, please inform the hotel upon checking if you require to check-out late.
- 9. Should you require assistance please contact the RCOG 2018 Congress Secretariat & Housing Bureau:
 - c/o ace:daytons direct (international) pte ltd

2 Leng Kee Road #04-01 Thye Hong Centre Singapore 159086.

Fax: +65 6475 2077 Email: admin@rcog2018.com

- 10. Room bookings through airline, corporate programmes and travel agents will not be entertained by the hotels during the Congress period.
- 11. As a limited number of rooms have been reserved for participants, please make and confirm your booking early & promptly. The closing date for hotel reservations is Monday 8th January 2018. After Monday 8th January 2018, the booking of rooms will be subject to room availability & prevailing rate at time of booking of the individual hotels.

Disclaimer:

The information provided above by the **RCOG 2018** Congress Secretariat & Housing Bureau are to assist you in your search for accommodation. The information provided is compiled in good faith.