



Association of Southeast Asian Institute of Higher Learning (ASAIHL) Conference 2016
 May 18th – May 21st, 2016

Hotel Reservation Form

Howard Hotels · Resorts · Suites offer special rates to participants of **Association of Southeast Asian Institute of Higher Learning (ASAIHL) Conference 2016**, to be held from May 18th – May 21st, 2016. To make your reservations, please complete the accompanying form with the appropriate information and return one copy by fax or email to **886-2-2708-2376** before **March 18th, 2016**.

Attn : Ms. Nicole Lu Tel : +886 2 23267527 Fax : +886 2 27082376 Email : nicole_lu-tp@howard-hotels.com.tw

The Howard Plaza Hotel Taipei (160 Jen-Ai Road, Sec.3, Taipei)

Room Type	Superior King	Superior Twin	Deluxe Single
Tariff Rate	NT\$10,000+15.5%	NT\$10,000+15.5%	NT\$10,500+15.5%
Special Rate	NT\$4,300+10% (1 Breakfast)	NT\$4,300+10% (1 Breakfast) OR NT\$4,800+10% (2 Breakfasts)	NT\$4,600+10% (1 Breakfast)

Note 1: The above rates are valid from May 15th – May 23rd, 2016

Note 2: The above rates are inclusive of complimentary benefits as follows :

- *Welcome Fruit * Daily Newspaper * Free access in-room internet
- *Free use of Health Club * One Welcome Drink / per stay
- *Room rate is including 5% tax but subject to 10% service charge

Reservation information : (Please type, write or print clearly)

Guest Name : _____

Association/Organization : _____ Title : _____

Address : _____

City : _____ Zip Code : _____ Country : _____

Tel : _____ Fax : _____ E-mail : _____

Number of rooms required : Superior King _____ Superior Twin _____ Deluxe Single _____

Arrival Date: _____ Flight Details: _____ Departure Date: _____

Credit Card: Master Card Visa JCB AE Diners

Card No : --- Expiry Date : _____ (M) _____ (Y)

Card Verification Code: __ __ __ (Last 3 digits on back side of card)

Card Holder Signature: _____ Date : _____

Transportation Arrangement (Airport Pick Up) :

____ Limousine (NT\$1,995Net / car / trip - Maximum 2 people with luggage)

Please return this form by fax or email before March 18th, 2016 to make your reservation

*** Note :** Reservations and room allocation for any of the requested room types will be done on "First come, First serve" base along with the first night deposit. Please kindly provide your credit card details to guarantee your reservations. Any no-show or cancellation of reservations within 3 days of the arrival date, one night deposit will not be refunded. (Taiwan Local Time)