

Room Reservation Form

Please complete this form in capital letters and return it to **Reservation Department by email:**
rv.reserve@cosmos-hotel.com.tw or fax, +886-2-23118921 by the deadline of **Friday, 18 October 2013**.
Please note reservation is confirmed at the time of booking subject to availability by receiving the official confirmation letter from Cosmos Hotel.

Event Name : The 11th Asia Pacific Congress of Endoscopic and Laparoscopic Surgery (ELSA 2013)
Event Date : 21th November 2013 ~ 24th November 2013

Check in date: _____ **Flight:** _____ **ETA:** _____

Check out date: _____ **Flight:** _____ **ETA:** _____

Guest Name: Mr. / Mrs. / Ms. _____

Contact Tel: _____ **Contact Fax:** _____

E-mail: _____

Room Type: ☐ Superior Single Room NT\$3,300NET with 1 buffet breakfast (1 double bed)
 ☐ Superior Double Room NT\$3,600NET with 2 buffet breakfasts (1 double bed)
 ☐ Superior Twin Room NT\$3,600NET with 2 buffet breakfasts (2 single beds)

Number of guest: ☐ one ☐ two

Guaranteed: ☐ AX ☐ VI ☐ MC ☐ DC ☐ JCB Credit Card Number: _____

Expired Date: _____ Authorized Signature: _____

- Above room rates are quoted on a per room, per night basis.
- Above room rate includes daily mineral bottle water, free wireless internet access in room and free use of fitness center.
- Any upgrade or other change from room type offered, additional charge will apply.
- **Credit card information is required for a successful reservation. Any non-guaranteed reservation will not be accepted without notice.**
- **Cancellation must be made at 72 hours prior to the arrival date. For any no-show or late cancellation (15:00pm, Sunday, 17th November 2013), the first night will be fully charged from the guaranteed credit card.**
- **Please note your reservation is confirmed at the time of booking subject to availability by receiving the official confirmation letter from Cosmos Hotel, advance booking is highly recommended.**

For guestroom reservation or any inquiry, please contact "Reservation Department"

Tel : + 886 2 23118901 Fax: +886 2 23118921 Email: rv.reserve@cosmos-hotel.com.tw

FOR HOTEL USE ONLY

Confirmation Number : _____ Confirmed Room Type : _____

Remark : _____ Confirmed by : _____

Date : _____