



**PARK AVENUE ROCHESTER - ROOM RESERVATION FORM**  
**SFS Cavalcade Asia-Pacific 2018**  
**13 – 15 December 2018**  
**INSEAD**

Please send completed form to group Coordinator via email at [pagroups@uel.sg](mailto:pagroups@uel.sg) Tel: +65 6809 7369 FAX: +65 68097311

Room rates per night inclusive of unlimited wifi access and local calls				
	Room rates per night without breakfast.		Room rates per night inclusive of daily breakfast	
	SINGLE / DOUBLE OCCUPANCY		SINGLE OCCUPANCY	DOUBLE OCCUPANCY
<b>Superior/ Deluxe Room</b>	<input type="checkbox"/> S\$170		<input type="checkbox"/> S\$185	<input type="checkbox"/> S\$210
<b>**Executive Deluxe (40sqm)</b> 1-bedroom Suite – 1 King Bedded	<input type="checkbox"/> S\$230		<input type="checkbox"/> S\$245	<input type="checkbox"/> S\$270
<b>**Executive Premier (43sqm)</b> 1-bedroom Suite – 1 King Bedded	<input type="checkbox"/> S\$240		<input type="checkbox"/> S\$255	<input type="checkbox"/> S\$280
<b>**2-Bedroom Suite (63sqm)</b> Master bedroom – 1 King Bedded, Guest bedroom – 2 Single Bedded with 2 bathrooms	<b>DOUBLE / TRIPLE OCCUPANCY</b> <input type="checkbox"/> S\$350		<b>DOUBLE OCCUPANCY</b> <input type="checkbox"/> S\$380	<b>TRIPLE OCCUPANCY</b> <input type="checkbox"/> S\$405
				<b>QUADRUPLE OCCUPANCY</b> <input type="checkbox"/> S\$430
<b>** 1-bedroom &amp; 2-bedroom suites with fully equipped kitchenette, washing machine cum dryer, spacious living room</b>				

All rates quoted are subject to 10% service charge & prevailing government taxes, currently at 7% Goods & Services Tax. Rates are only applicable for the above stated event and are quoted in Singapore dollars. Room types / preferences are subject to availability upon receipt of completed reservation form.

**Arrival Date** : \_\_\_\_\_ **Flight No.** : \_\_\_\_\_ **E.T.A** : \_\_\_\_\_  
**Departure Date** : \_\_\_\_\_ **Flight No.** : \_\_\_\_\_ **E.T.D** : \_\_\_\_\_

Please complete a copy of this form for every room reservation.

**A. YOUR PARTICULARS**

Dr / Mr / Ms / Mdm (Please delete accordingly)

**Given Name** : \_\_\_\_\_ **Family Name** : \_\_\_\_\_  
**Country** : \_\_\_\_\_ **Telephone** : \_\_\_\_\_  
**Facsimile** : \_\_\_\_\_ **Email** : \_\_\_\_\_

Name of guests sharing room

Dr / Mr / Ms / Mdm (Please delete accordingly)

**Given Name** : \_\_\_\_\_ **Family Name** : \_\_\_\_\_  
**Given Name** : \_\_\_\_\_ **Family Name** : \_\_\_\_\_  
**Given Name** : \_\_\_\_\_ **Family Name** : \_\_\_\_\_

**B. COMPLIMENTARY TRANSFER TO CONFERENCE VENUE** (transfer schedule will be provided upon check-in)

**No of guest** : \_\_\_\_\_

**C. MODE OF GUARANTEE**

**Credit Card Information** :  Visa  Mastercard  American Express  
**Credit Card Number** : \_\_\_\_\_  
**Expiry Date** : \_\_\_\_\_  
**Name on Card** : \_\_\_\_\_ **Card Holder's Signature** : \_\_\_\_\_

**D. TERMS & CONDITIONS**

- Check-in time is 1400 hours and check-out time is 1200hours.  
For early check arrival between midnight and 1400hrs (Singapore time), reservation should be made a day prior with a one night room charge. For late check-out, before 1800hrs half night room charge; after 1800hrs one night room charge applied
- All room reservation(s) must be guaranteed by major credit card.
- Please inform us of any changes of your reservation in writing via email or fax.
- The Hotel reserves the right to quote the next room category should the above room type are not available.

**E. CANCELLATION / NO-SHOW POLICY**

- In the event of any cancellation within 48 hours of the scheduled arrival date, a one (1) night's room charge will be levied.
- Any no-show on the day of arrival, charges for the full duration of stay will be levied

**FOR HOTEL USE ONLY**

**Confirmed at Confirmation Number** : \_\_\_\_\_  **Unable to Confirm**  
**Acknowledged by** : \_\_\_\_\_ **Hotel Stamp** :

INS101218NG

**PARK AVENUE ROCHESTER** (Co Registration No. 53164405K)  
31 Rochester Drive, Singapore 138637 Tel: (65) 68088600 Fax: (65) 68088633  
www.parkavenuerochester.com  
Managed by UE Park Avenue International Pte Ltd

## Vibrant Lifestyle with Urban Splendour

Park Avenue Rochester, Singapore

Cuddled by lush greenery, Park Avenue Rochester showcases 351 contemporary hotel rooms and suites targeted at discerning business travelers.

Just over 1.4km from Insead Singapore Campus, Park Avenue Rochester is indeed the nearest hotel with only 1 MRT stations away. This makes an ideal location for travelers to experience our hospitality service.

Be spoiled for choice when it comes to dining and night life with a great selection of restaurants, pubs and cafes just around the corner.

### Two-bedroom suite (63sqm)

- Master bedroom – 1 King Bed, Guest bedroom – 2 Single Beds
- Free wireless internet access and local calls
- Fully equipped kitchenette: Microwave oven, induction stove, fridge, toaster, coffee-maker, electric kettle, cutleries and crockeries
- Washing machine cum dryer
- LED television and cable channels with home theatre system and DVD Player
- Complimentary coffee/tea/bottled water
- Iron and ironing board
- In-room safe

### Executive Deluxe (40sqm)



- One-bedroom – 1 King Bed
- Free wireless internet access and local calls
- Fully equipped kitchenette: Microwave oven, induction stove, fridge, toaster, coffee-maker, electric kettle, cutleries and crockeries
- Washing machine cum dryer
- LED television and cable channels with home theatre system and DVD Player
- Complimentary coffee/tea/bottled water
- Iron and ironing board
- In-room safe



Superior /Deluxe Room (20 – 24 sqm)



- Writing desk & chair
- LED television and cable channels with home theatre system and DVD Player
- Complimentary coffee/tea/bottled water
- Iron and ironing board
- In-room safe