

## 2019 EA AGN

### RESERVATION FORM (RLB30663)

#### Reservation Information

Mr  
**Guest Name** :  Ms \_\_\_\_\_  
 Mrs \_\_\_\_\_  
 (Last name) (First name)

**Contact Method** : Tel No: +( )-( )- Fax No: +( )-( )

Email : \_\_\_\_\_

**Room Types** :  Standard Single(one single bed): NT\$ 1,950 per night

**Arrival Date** : \_\_\_\_\_ **Departure Date** : \_\_\_\_\_

#### Guarantee Information:

Credit Card  VISA  Master  American Express  
 JCB  Diners

Cardholder's Name \_\_\_\_\_

Credit Card No. \_\_\_\_\_

Expiry Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

#### Hotel Remarks

- Room Rate is inclusive of breakfast, tax and 10% service charge.
- Check-in time after 3:00pm, check-out time before 12:00 noon
- Reservation in advance is required and subject to availability.**
- Smoking is prohibited inside The Howard International House
- For reservations or queries, please directly return the reservation form to Howard International House Taipei by fax: +886-2-7712-2333 or email: [rv2101-ih@howard-hotels.com.tw](mailto:rv2101-ih@howard-hotels.com.tw) before **Nov. 20, 2018**
- For no-show or cancellation within 48 hours, one night deposit will be charged.**
- Please contact with us by e-mail or fax if you have not receive the confirmation.**
- If you need pick-up services, we will request a pre-authorization for the amount of transportation in advance from the credit card details you provided. Any no-show or cancellations within 24 hours will incur a charge of 100% transportation fee.

#### Transportation Arrangement (from Taoyuan Airport to the Hotel)

No need

Benz ( 1~3 persons, NT\$1,700/per trip), the number of persons: \_\_\_\_\_

Check in date : \_\_\_\_\_ Flight No. : \_\_\_\_\_ arrival time : \_\_\_\_\_

Mini-Van ( 3~7 persons, NT\$2,100/per trip), the number of persons: \_\_\_\_\_

Check in date : \_\_\_\_\_ Flight No. : \_\_\_\_\_ arrival time : \_\_\_\_\_

Howard Civil Service International House Taipei

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