



Macquarie Accommodation Group

12-14 May 2024

MAC120524

Island Shangri-La, Hong Kong - Room Reservation Form

Please return to email: groupreservation_events_isl@shangri-la.com

Salutation			
Family Name		First Name	
Check-in Date (DD/MM/YY)		Check-out Date (DD/MM/YY)	
Arrival Flight	ETA	Departure Flight	ETD
Title		Company	
Shangri-La Circle Membership Number			
Tel		E-mail	

To enjoy the Shangri-La Express Check-in Programme, please complete the following information:

(Please present your business card upon check-in)

Passport No.	Nationality	Date of Birth
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Hotel Limousine Service (HK\$1,400 net per car per journey)

☒ Not Required ☐ Round Trip ☐ Airport to Hotel ☐ Hotel to Airport

Room Requirement (bookings are processed on a first-come-first-served basis)

No. of Rooms Required	Room Category	Room including daily
	Deluxe Peak View Room	Single / Double
		HK\$2,300 / HK\$2,600

Remarks:

- 1) The above room rate(s) is/are subject to a 10% service charge per room per night.
- 2) Any guaranteed reservation cancelled / amend less on or after 6 May 2024 will be subject to a full penalty of each room night released.

Special Request *	<input checked="" type="radio"/> King bed	<input type="radio"/> Twin bed
	Others	

*** Subject to availability**

Check-In / Check-Out Times

- 1) Check-in time is from 15:00 hrs on the day of arrival. Delegate who wishes to occupy guest room before 14:00 hrs must reserve the guest room for a night prior to the arrival date.
- 2) Check-out time is by 12:00 hrs on the day of departure. Delegate who checks out after the official check out time of 12:00 hrs shall be charged for additional night under the Daily Room Rate.

Room Reservation Guarantee (reservation cannot be made without the following information)

Credit Card Type			
Credit Card No.		Expiry Date	
Credit Card Holder's Print Name			
Credit Card Holder's Signature		Date	

****Should you wish to settle the room payment in advance, kindly contact us via e-mail or fax to obtain more information.**

Hotel confirmation will be sent to the e-mail address above.