



<https://www.shangri-la.com/en/taipei/fareasternplazashangrila/>

ROOM RESERVATION FORM

New Booking **Amendment** **Cancellation** **Repeat Guest**

PLEASE FAX OR EMAIL RESERVATION FORM DIRECTLY TO HOTEL TO BOOK A ROOM.

To : Reservations	Booking Contact	_____
E-mail: reservations.tpe@shangri-la.com	Email:	_____
Tel : 886 2 2378 8888 ext 6010	Tel :	_____
Fax : 886 2 23763151	Fax :	_____

Guest's Information

Mr/Ms	_____	_____	_____
	Last Name		Given Name
Title	_____	Company Name	_____
Golden Circle	_____		
Membership Number	_____	Email	_____
Passport Number	_____	Nationality	_____
Place & Date of Issue	_____	Date of Birth	_____

Reservation Requirements

Room Type **Superio Room** NT\$7,200NET / per room / per night

* The above rates are quoted in NTD and are including 10% service charge & 5% government tax

* The above rates are inclusive of complimentary in-room broadband

* The above rates are inclusive of one Buffet Breakfast at 6/F Café at Far Eastern, for single occupancy and two Buffet Breakfasts for double occupancy per room per day

Arrival	_____	_____	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Date	Flight Number	ETA	Airport Transfer
Departure	_____	_____	_____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Date	Flight Number	ETD	Airport Transfer

Guest's Preference (Upon Availability)

Preferred Bed King** Twin No Preference ** Upon availability

Special Dietary _____

Credit Card Guaranteed

All reservations must be guaranteed with a valid credit card number, or are otherwise not accepted. Notice of cancellation or postponement must be received no later than 72 hours prior to arrival to avoid a cancellation penalty equivalent to oom block period night's full room rate. No show will be charged by hotel equivalent to one night's room rate.

Credit Card _____ _____

Credit Card Type / Number Expiry Date

Card Holder's Name _____

Remarks:

Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- 1) To enjoy the room block rate, please submit this form to hotel by 5 Feb, 2020
- 2) Airport transfers is available upon request at NT\$3,000 per car per trip (BMW 730Ld.)
- 3) Cancellation made within 2 hours on requested hotel's transportation arrangement will be subject to a **NT\$1,450net** cancellation fee. No Show will be subject to a **NT\$3,000net** no show fee.
- 4) Check-in time is at 15:00 and check-out time is at 12:00 noon. Check-in required prior to 12:00pm will subject to additional one night room charge. Additional room charge will be applied for late check-out. Please consult with Front Office Receptionist upon check-in on availability. Room occupy until 16:00 will be charged at 50% of the room rate and full rate will be apply for late check-out beyond 18:00.
- 5) Rooms are available on a first-come, first-served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
- 6) This rate is not commissionable to travel agents.
- 7) In accordance to government regulations, smoking is not allowed throughout the hotel beginning Jan. 11, 2009.
- 8) Hotel Map : <https://goo.gl/maps/eM7dMqrTNa32>