



**Reservation Due Date**  
**08 May 2017**

**HOTEL RESERVATION FORM**

**The 3<sup>rd</sup> IEEE International Conference on Smart Computing (SMARTCOMP 2017)  
on 29-31 May 2017**

*The Hong Kong Polytechnic University – Department of Computing*

Attn: Harbour Plaza Metropolis – Jessica Mo (Director of Sales)

**Fax: (852) 3160-6988    Tel: (852) 3160-6979    Email: [jessicam@harbour-plaza.com](mailto:jessicam@harbour-plaza.com)**

**Harbour Plaza Metropolis**, 821 guest rooms and suites are designed for guests who expect discreet luxury and modern functionality. Convenient location next to The Hong Kong Polytechnic University, direct access within walking distance. Hotel recreation: gym, sauna, Jacuzzi, outdoor swimming pool and spa & massage services. For dining, the hotel has six outstanding harbour view restaurants and bar serving International, Japanese and Chinese cuisine.

**Please fill in BLOCK LETTERS:**

Name: Prof/Dr/ Mr/Ms (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_  
 Prof/Dr/ Mr/Ms (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_

Contact No. : (Tel) \_\_\_\_\_ (Email) \_\_\_\_\_

Number of Rooms: \_\_\_\_\_ **Superior Room on Standard Floor** at HK\$930 nett per room per night

Privileges: Complimentary in-room wireless internet access for 2 IP Users per room  
 Welcome fruit upon arrival  
 Complimentary 2 bottles of distilled water (each 430ml) with daily replenishment  
 In-room coffee and tea making facilities  
 Free use of gym, sauna, outdoor swimming pool and Jacuzzi

Supplement: ( ) Daily buffet breakfast served at The Promenade – HK\$110 nett per person per meal

**\*All of the above rates are inclusive of 10% service charge and prevailing government tax (if any) per room per night.**

Special Request: Queen Size Bed  Two Single Beds  Non-smoking  Smoking

Arrival Date: \_\_\_\_\_ Flight \_\_\_\_\_ Time \_\_\_\_\_

Departure Date: \_\_\_\_\_ Flight \_\_\_\_\_ Time \_\_\_\_\_

Booking Guaranteed By: Visa  Master

Name on Credit Card: \_\_\_\_\_ Card No. : \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Date of Application: \_\_\_\_\_ Signature: \_\_\_\_\_

**IMPORTANT NOTES:**

1. In case of any cancellation of room reservation made less than *21 days* prior to your expected arrival, one night room charge will be debited on your given credit card as penalty directly.
2. In case of any amendment or cancellation of room reservation made less than *14 days* prior to your expected arrival or no-show, 100% expected whole period of room charges will be debited on your given credit card as penalty directly.
3. Payment Method: All guests must settle all payments by cash or credit card upon departure.
4. Rates are on a first-come-first-served basis, applicable on 2 days pre and post of this event and subject to hotel's availability.
5. Airport transportation services are available, please contact us for getting more information if required.

**\*\*HOTEL WILL REPLY YOU WITHIN 3 WORKING DAYS\*\***