

**UPU Global Conference on Cross border Cooperation in an E-commerce World
26-28 November 2019, Xiamen International Conference Center Hotel**

Notice: please complete the Xiamen International Conference Center Hotel Accommodation Booking Form and email it to rsvn@icchotel.com. or fax it to +86-592- 5995770. The hotel contact person is Ms. Daisy Yang . Tel: +86-592-5959999 ext.6008.

First Name		Last Name		Nationality	
Tel:		Email (or Fax):			
Room Type(incl. one buffet breakfast)	CBD - view Sea-view Deluxe super sea-view Deluxe executive CBD -view Deluxe executive sea-view Platinum sea-view suite	<input type="checkbox"/> RMB790 <input type="checkbox"/> RMB 900 <input type="checkbox"/> RMB 1100 <input type="checkbox"/> RMB 990 <input type="checkbox"/> RMB 1100 <input type="checkbox"/> RMB 2300	<input type="checkbox"/> Twin Beds <input type="checkbox"/> Twin Beds <input type="checkbox"/> / <input type="checkbox"/> Twin Beds <input type="checkbox"/> / <input type="checkbox"/> /	<input type="checkbox"/> / <input type="checkbox"/> Queen Size Bed Room <input type="checkbox"/> King Size Bed Room <input type="checkbox"/> Queen Size Bed Room <input type="checkbox"/> King Size Bed Room <input type="checkbox"/> King Size Bed Room	
Check-in Date (MM/DD/YYYY)		Check-out Date (MM/DD/YYYY)			
Payment Method	<input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Visa <input type="checkbox"/> JCB <input type="checkbox"/> Diners Club Credit card guarantee Card No.: _____ Cw: _____ EXP: _____				
Remark:	<ul style="list-style-type: none"> - Rates are inclusive of 15% service charges. - All above room Rate is inclusive of 1 Buffet Breakfast. Extra Buffet Breakfast is RMB100. - The payment will be made in RMB only, and nationally published foreign exchange rate of the day is considered for foreign currency payment. - Limited numbers of Queen Size Bed rooms are available. Only reservation confirmation letters will be accepted as valid. - All reservations must be guaranteed by a credit card deposit. Guaranteed reservations may be cancelled 7 days before arrival without cancellation charges. Cancellation received within 7 days before arrival or No Show will be subject to the corresponding room charge for one night. - Front desk provides foreign currency exchange service. 				
Reservation	Please complete the Xiamen International Conference Center Hotel Accommodation Booking Form and email it to rsvn@icchotel.com . or fax it to +86-592- 5995770. The hotel contact person is Ms. Daisy Yang. Tel: +86-592-5959999 ext.6008.				
Reservation Confirmation (Hotel Use Only)					
Confirmed by:		Confirmation Number:		Date:	

Credit Card Authorization Letter

I hereby authorize the charge of RMB_____ on my credit card to pay the room rate of Mr./Ms. _____ who will stay at Xiamen International Conference Center Hotel from _____ to _____, 2019.

