

Hotel Reservation Form

For Howard Johnson Sunshine Plaza Ningbo

(No 188, Wangchun Road, Haishu District, Ningbo, China; Tel: 86-574-55719999, Fax: 86-574-55719888)

Further to your registration to the above Conference, this Hotel Reservation Form for room-booking at the Howard Johnson Sunshine Plaza Ningbo is being available for you to fill in and **return to the Conference Secretariat before the deadline of August 22, 2014.** All rooms of Howard Johnson Sunshine Plaza Ningbo have been reserved by Conference Secretariat at preferential rates during the September 3 to September 5 period, please do not miss out the obvious advantage of staying at the Conference Hotel.

I am a registered delegate for the above Conference. Please reserve a room for me according to the following information: (include the 15% hotel service charge and city development tax)

- Superior King Room (1 Bed) RMB 450 net per night (incl. one ABF)
 Club Suite Room (1 Bed) RMB 838 net per night (incl. one ABF)

Family Name _____ First/Given Name _____

Position & Division _____

Company _____

Tel: _____ Fax: _____ Email: _____

Arrival Flight/Time _____ Departure Flight/Time _____

Special Requests _____

Terms & Conditions:

- The above quoted preferential room rates are only intended for registered delegates for the Sep.3-Sep.5, 2014 Conference.
- After the reservation deadline of Aug.22, 2014, the Hotel accommodation will be subject to space and rate availability.
- Delegates with confirmed room reservations, who fail to arrive on the confirmed date, will be charged to their credit cards a fee equivalent to one night's accommodation cost inclusive of all taxes, unless the reservation has been cancelled and confirmed by fax or email in return before Aug.22, 2014.
- It is the responsibility of the delegates to settle all accommodation charges and relevant incidentals upon checking out of the Hotel for departure.
- All the rooms include Breakfast and the 15% hotel service charge.

Signature _____ Date _____



Please return the Hotel Reservation Form to Conference Secretariat:

Ms. Susan Chen: Email: event@umetal.com Dir: 8610-8418 4880 Fax: 8610-8418 4895