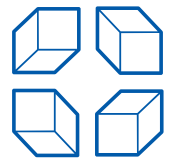


The ICEF Japan Workshop

Meet quality student recruiters from all over Japan



Keio Plaza Hotel, Tokyo • March 06 – 08, 2011



ICEF
Workshops

Keio Plaza Hotel Tokyo – Reservation Form

Room States Department
2-2-1 Nishi-Shinjuku, 2-chome
Shinjuku-Ku
Tokyo 160-8330
Japan

Tel +81 3 3344 0243
Fax +81 3 3344 0238
Email [▶corp-reserve@keioplaza.co.jp](mailto:corp-reserve@keioplaza.co.jp)
Web [▶www.keioplaza.com](http://www.keioplaza.com)

Please return your booking as soon as possible as only a limited number of rooms is available. Rooms will be allocated on a first-come, first-served basis. Any remaining rooms will be released to the hotel on February 04, 2011.

Room Reservation Request (Please type or print in capital letters)

Company / Institution _____

Mr Ms Last name _____ First name _____

In case of sharing a double room, please indicate the name of second person:

Mr Ms Last name _____ First name _____

Street _____ P.O. Box _____

City _____ Postal code _____

Country _____ State _____

Tel. (incl. area code & extension) _____ Fax _____

Email _____ URL _____

Travel Details

Date of Arrival _____ Date of Departure _____ Number of nights _____

Arrival Flight No. / Arrival time * _____ Departure Flight No. / Departure time * _____

* **Please note:** earliest possible check-in time is 14:00 and latest check-out time is 11:00.

Room Type & Rate

- | | | | |
|---|--|----------------------------------|--------------------------------------|
| <input type="checkbox"/> Single room | 19,000 JPY per night (American breakfast is excluded) | <input type="checkbox"/> smoking | <input type="checkbox"/> non-smoking |
| <input type="checkbox"/> Single room | 21,000 JPY per night (American breakfast is included) | <input type="checkbox"/> smoking | <input type="checkbox"/> non-smoking |
| <input type="checkbox"/> Twin/Double room | 21,000 JPY per night (American breakfast is excluded) | <input type="checkbox"/> smoking | <input type="checkbox"/> non-smoking |
| <input type="checkbox"/> Twin/Double room | 24,000 JPY per night (American breakfast is included) | <input type="checkbox"/> smoking | <input type="checkbox"/> non-smoking |

Above rates are per room, per night and include VAT and service charges. Rates are valid for the period from March 05 to March 09. For bookings outside this period the regular room prices become applicable.

Payment

Please note that reservations can only be guaranteed by the following:

Eurocard / MasterCard American Express Visa Diners Club

Card no.: _____ Expiry date: ____ / ____

CVC code: _____ The CVC/CVV code is a three (Visa/Eurocard/Mastercard) or four (American Express) digit security code on your credit card

Card holder's name _____ Signature _____

Place and date _____

A valid credit card will be required upon check-in.

Terms & Conditions: In order to confirm a room reservation, the Keio Plaza Hotel Tokyo requires a first night's pre-payment, which is non-refundable in case of a cancellation. For individual reservations, cheques and major credit cards are acceptable to establish pre-payment. All credit cards used to pre-pay will be charged immediately. Please request the group rate for the ICEF Japan Workshop. To avoid unnecessary delay on check-in please fill in your complete address details and credit card number.

▶ Fax to: +81 3 3344 0238