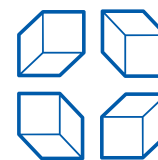


ICEF Southeast Asia Workshop

International educators and quality, pre-screened student recruitment agents from Vietnam, Thailand, Malaysia, Philippines, Indonesia, Cambodia, and Southern China



InterContinental Saigon, Ho Chi Minh City • June



ICEF
Workshops

Park Hyatt Saigon – Reservation Form

Please return your booking form until May 16, 2018. Rooms will be allocated on a first-come, first-served basis.

ICEF GmbH
Ms Mirna Hodzic
Am Hofgarten 9
53113 Bonn
Germany

Tel +49 228 201 1939
Fax +49 228 201 1944
Email ▶ mhodzic@icef.com

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

Company _____

Mr Ms Last name _____ First name _____

Second person:

Mr Ms Last name _____ First name _____

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

Travel Details

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

Airport Limousine Service - USD 85.00* per car per way (max. 2 persons)

Pick up Yes No Number of persons _____ | **Drop off** Yes No Number of persons _____

Arrival Date (DD/MM/YY): _____ Flight number: _____ Arrival time: _____

Departure Date (DD/MM/YY): _____ Flight number: _____ Departure time: _____

*Subject to 5% service charge and 10% VAT. Airport limousine service fee will be charged to your incidentals and is payable upon check-out.

Room type (Park King City View) & rate (please check appropriate box)

Single room: **EUR 200**

Twin/Double room: **EUR 230**

Please note: earliest possible check-in time is 14:00 and latest check-out time is 12:00 noon. All rooms are non-smoking rooms.

Above rates are per room, per night, and are **subject to 5% service charge and 10% VAT. Breakfast and internet access are included.** Rates are valid for the period from June 10 (check-in) to June 19, 2018 (check-out) and are subject to room availability. For bookings outside this period the regular room prices become applicable.

Early check-in / Late check-out

Early check-in, before 14:00 Single **EUR 200**

Twin/Double **EUR 230**

Late check-out, 12:00 - 18:00 Single **EUR 100**

Twin/Double **EUR 115**

Late check-out, after 18:00 Single **EUR 200**

Twin/Double **EUR 230**

Payment

You will be invoiced for your accommodation by ICEF. Invoices are payable upon receipt and can be paid either by bank transfer or by credit card. You will find further information on the invoice.

Terms & Conditions

All incidental charges will be payable directly to the hotel who will require your credit card details for this purpose upon check-in. Room cancellations received until May 16, 2018 will be subject to a one night's charge. Cancellations received after this date will be subject to a 100% cancellation fee for your stay.

Name _____

Date and Place _____

By completing and dating the form you acknowledge the accuracy of information provided and agree to the terms and conditions above.

▶ **Email to mhodzic@icef.com**