**HOTEL RESERVATION FORM**

酒店预订申请表

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| --- | --- | --- | --- | --- |
| Company  Name  公司名称 |  | | | |
| FAX传真 |  | TEL电话 |  | |
| E-MAIL电子邮箱 |  | | | |
| Guest Name  客人姓名 | Room Type:  房间类型：  Deluxe King / Twin Room  豪华大床房/双床房 | Quantity  数量 | Check In  入住日期(year\month\day)  （年\月\日） | Check Out  离店日期 (year\month\day)  （年\月\日） |
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|  |  |  |  |  |
| Deposit Code  付款码 |  | | | |
| 押金流程 | （酒店联系人张健：13764408827） | | | |
| **Requirements for reservation:** Please send your Reservation Form to Reservation Center **(reservations.hongqiao@thejinjianghotels.com**) and hotel sales Nick Zhang **(nick.zhang@thejinjianghotels.com)**, it will be confirmed in written form.请将您的预订表格发至酒店预订部邮箱（**reservations.hongqiao@thejinjianghotels.com）**并抄送酒店销售经理张先生（**nick.zhang@thejinjianghotels.com**）  * + Deluxe Single Room: RMB600net per room per night, included 1 breakfast & internet   豪华大床房：每间每晚600元（含服务费税费）包含一/份早餐以及免费网络  -Deluxe Twin Room: RMB600net per room per night, included 2 breakfasts & internet  豪华双床房：每间每晚700元（含服务费税费）包含两份早餐以及免费网络   1. Please pay the room deposit and send the deposit code in the reservation form, otherwise the reservation cannot be confirmed   请您在预定的同时支付相应的房费押金并将付款码填写至预定表格里，否则无法确认您的预订   1. Reservation deadline is Nov.30, 2023. After the deadline, reservation can only be made depending on hotel actual occupancy   预订最晚日期是2023年的11月30日，在此日期后预订，酒店会根据实际房态调整房价   1. Once a reservation is confirmed, full stay will be charged for any cancellation and no shows according to the hotel regulations.   如果您的预订已经被确认，任何取消或者未入住都会被收取全额房费 Hotel reservation confirmation will be sent by email.酒店预订确认函会通过邮箱发送 | | | | |

Hongqiao Jinjiang Hotel 虹桥锦江大酒店

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