



Asia Society Forum 2007
May 15th, 2007 ~ May 18th, 2007

RESERVATION FORM

Reservation Cut-off Date is April 13th, 2007

Shaded Areas-Required Information

New Booking Amendment Cancellation Repeat Guest

To	Rooms Reservations Department	From	: _____
	Grand Hyatt Tokyo	Company:	_____
E-mail:	reservation@tvogh.com	Fax	: _____
Fax :	+81-3-4333-8885	Tel	: _____
Tel :	+81-3-4333-8800	Email	: _____

Guest's Information

Mr/Ms	_____	_____	_____
	Last Name		Given Name
Designation/Title	_____	Company Name	_____
Company Address	_____		
Zip/City Code	_____	Country	_____
Passport Number	_____	Nationality	_____
Place & Date of Issue	_____	Date of Birth	_____

Reservation Requirements

Room Type	<input type="checkbox"/> Grand Room One Person JPY 40,000++	<input type="checkbox"/> Grand Room Two Persons JPY 45,000++
	<input type="checkbox"/> Grand Club Room One Person JPY 50,000++	<input type="checkbox"/> Grand Club Room Two Persons JPY 55,000++
	<input type="checkbox"/> Grand Executive Suite One Person or Two Persons JPY 117,000++	
	* Above rates are confidential and are applicable from May 15th, 2007 until the night of May 18th, 2007.	
Arrival	Date _____	Flight Number _____
		ETA _____
Departure	Date _____	Flight Number _____
		ETD _____

Guest's Preference

Preferred Room	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non Smoking	<input type="checkbox"/> No Preference
Preferred Bed	<input type="checkbox"/> King	<input type="checkbox"/> Twin	<input type="checkbox"/> No Preference
Special Dietary	_____		

Payment Instructions

All valid credit card is required to complete this reservation..

Notice of cancellation must be received no later than 15:00 five days prior to arrival date to avoid a cancellation penalty equivalent to full room nights' charge.

Credit Card	_____	_____
	Credit Card Type/Number	Expiry Date (mm/yyyy)
Card Holder's Name	_____	

Remarks:

Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
JPY	_____	_____	_____

Airport transfers is available upon request.

Kindly send in your reservation form by April 13th, 2007

RESTRICTIONS AND CONDITIONS (+ +)

- Reservations are subject to rooms availability
- Individual Check-in Time : 15:00, Check-out Time : 12:00
- Rates are subject to 10% service charges, 5.5% sales tax
- JPY 200 accomodation tax per person per night also to be charged
- KING sized beds will be issued on a first-come, first-serve basis.