



Singapore International Arbitration Academy 2024
24 – 29 November 2024
NUS, Bukit Timah Campus




Please email this form directly to Reservation department at IHReservation@relc.org.sg before **1 Nov 2024**

IMPORTANT NOTES:

- Room confirmation are subject to availability upon receipt of completed reservation form. The Hotel reserves the right to quote the next room category should the preferred room type are not available.
- All room reservation(s) must be guaranteed by major credit card.
- The hotel check-in time is after 1400hrs on the date of check-in & the check-out time is 1200hrs. Please register 1 day in advance for early check-in. Late check-out till 1800hrs is at half day charge and full day charge after 1800hrs
- A security deposit of SGD 100 is required upon check-in.
- In the event of “No-Show” or cancellation within 48 hours of the scheduled arrival date, a one (1) night’s room charge will be levied.

COMPLETE DETAILS IN FULL		
Guest Name :	Family Name :	MR / MRS / MS / MDM
Company Name :	Designation :	Nationality:
Email :		Telephone:

Arrival Date:	Flight No:	Arrival Time:
Departure Date:	Flight No:	Departure Time:

Room Type	Room Rates per night
	<p>Superior Room -32sqm (Bed Configuration: 1 Queen Bed or 2 Super single)</p> <p><input type="checkbox"/> Single Occupancy at <u>S\$125++ (S\$149.88 nett)</u> inclusive of daily 01 breakfast and Wi-Fi</p> <p><input type="checkbox"/> Double Occupancy at <u>S\$140++ (S\$167.86 nett)</u> inclusive of daily 02 breakfast and Wi-Fi</p>
	<p>Superior Triple room - 40sqm (Bed Configuration:3 Super Single)</p> <p><input type="checkbox"/> Triple Occupancy <u>S\$200++ (S\$239.80 nett)</u> inclusive of daily 03 breakfast and Wi-Fi</p>
	<p>Deluxe Quad - 49sqm (Bed Configuration:2 Queen Beds or 1 Queen bed + 2 Super Single)</p> <p><input type="checkbox"/> Quad Occupancy <u>S\$260++ (S\$311.74 nett)</u> inclusive of daily 04 breakfast and Wi-Fi</p>

2-ways group transfer (Hotel - NUS - Hotel) during event dates if a minimum of 10 rooms per night are booked
Hotel Location: 10 minutes by Foot to renowned Orchard Road; 15 minutes’ drive to NUS campus

CREDIT CARD GUARANTEE	
Credit Card Information :	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express
Credit Card Number :	_____
Expiry Date :	_____
Name on Card :	_____ Card Holder’s Signature :

By signing, I hereby will guarantee my reservation with credit card or full prepayment and all costs to be charged to it. I understand and agreed to share my information in this reservation form which is required for my hotel booking to be made. I understand that should there be a no-show or cancellation, I will be charge for full duration of my stay, inclusive of taxes.

Signature:	Date:
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