



**" WE ARE EXPECTING YOU"**

**"TechCon SEA"**  
**Wilson Transformer Company**  
**April 21-25, 2018 – Sofitel Philippine Plaza Manila**

**ROOM RESERVATIONS REQUEST FORM**

To help us offer you the best possible service, kindly complete the form and email to Ms. Ronna Sanchez at email address [H6308-RE7@sofitel.com](mailto:H6308-RE7@sofitel.com) and [H6308@sofitel.com](mailto:H6308@sofitel.com) or fax at +63 (2) 832 6932 prior to **6<sup>th</sup> of April 2018**

**1. Personal details:**

First Name	
Last Name	
Name of Organization	
Date of birth (DD/MM/YY)	
E-mail Address	
Contact Number	
Passport No./ Expiry Date (Please present upon check-in)	
Country/Mailing Address/ Postal Code	

**Personal details of Guest sharing in the room:**

First Name	
Last Name	
Date of birth (DD/MM/YY)	
E-mail Address	

**2. Please specify the room type:**

	Room Type	Dates of Stay	Room Rate (Per Room Per Night)
<input type="checkbox"/>	Superior Room – Single		Php 6,100.00 +++
<input type="checkbox"/>	Superior Room – Double		Php 6,900.00 +++
<input type="checkbox"/>	Luxury Room – Single		Php 7,100.00 +++
<input type="checkbox"/>	Luxury Room – Double		Php 7,900.00 +++

- Room rate inclusive of Buffet Breakfast at the Spiral and wifi in the guest room
- Room rate is **subject to** 10% service charge, 12% VAT and 0.825 local city Tax mandated by the government
- All rooms can accommodate a maximum of two (2) adults and one (1) child below 12 years old.
- Special room rates are **subject to room type availability at time of booking.**

**3. Flight Details: (Optional)**

	Flight No./Terminal No.	Time
Arrival Date :		
Departure Date:		

**4. We can arrange your airport pick up - Net price**

<input type="checkbox"/>	Airport Transfer	<input type="checkbox"/>	Airport Drop-Off
<input type="checkbox"/>	MB S-Class (white) PHP4,440	<input type="checkbox"/>	MB S-Class (white) PHP4,440
<input type="checkbox"/>	MB E-Class (black) PHP3,740	<input type="checkbox"/>	MB E-Class (black) PHP3,740
<input type="checkbox"/>	Toyota Grandia PHP 2,940	<input type="checkbox"/>	Toyota Grandia PHP 2,940
<input type="checkbox"/>	Toyota Altis PHP 1,840	<input type="checkbox"/>	Toyota Altis PHP 1,840

**5. Room preference subject to availability at check in:**

<input type="checkbox"/>	Two Separate Single Beds
<input type="checkbox"/>	King Size Bed

**6. Guarantee Details** to be used to secure the reservation:

Credit Card Type	
Credit Card No. (16Digits)	
Expiry Date	
Cardholder's Name	
Cardholder's Signature	

Cancellation should be received on or before **6th of April 2018.**

All confirmed reservations as of **6th of April 2018** will be charged 100% of the total room rate and booking is no longer cancellable. In case of non-arrival full stay rate will be charged.

**7. Check-in/Check-out (Local Time):**

The Hotel's check in time is 2:00pm and check out time is 12:00 noon. Additional charges may apply to early check-in and late check-out and are subject to availability. Check-out from 6:00pm will incur a full night charge at the room rate quoted.

**8. Deposit:**

Front Desk will request upon check-in an additional deposit of PHP 3,000 per day to cover incidental charges to be refunded accordingly at check-out time.

Thank you for completing our Guest Profile.  
 We wish you an enjoyable journey and look forward to welcoming you at the Sofitel Philippine Plaza Manila!