

Royal Plaza Hotel is proud to be one of the Official Hotels of the conference of City University of Hong Kong – International Conference on Phonetics of the Languages in China 2013. The hotel was established in 1997 and is wholly owned and managed by Sun Hung Kai Properties Limited. The hotel is centrally located in Hong Kong, within access to the major transport modes and is only 10 minutes by rail from City University of Hong Kong. It is directly linked to one of the largest shopping centers in Hong Kong and within short distance from local attractions. The Hotel also provides complimentary shuttle bus to and from Tsim Sha Tsui.  
Hotel Website: ([www.royalplaza.com.hk](http://www.royalplaza.com.hk))

**RESERVATION REQUEST FORM**

**International Conference on Phonetics of the Languages in China**

Organized by Department of Chinese, Translation and Linguistics – City University of Hong Kong

(Validity: 1 - 5 December, 2013)

Name(s): 1) Dr/Prof/Mr/Ms/Mrs (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_

2) Dr/Prof/Mr/Ms/Mrs (First name) \_\_\_\_\_ (Last name) \_\_\_\_\_

Contact No(s): 1) (Tel) \_\_\_\_\_ (Fax) \_\_\_\_\_ (Email) \_\_\_\_\_

2) (Tel) \_\_\_\_\_ (Fax) \_\_\_\_\_ (Email) \_\_\_\_\_

Arrival Date		Arrival Flight/Time	
Departure Date		Departure Flight/Time	

Please put a ✓ in the appropriate box of your selection.

Room type (Complimentary Wi-Fi internet access)	*Daily Room Rate (HK\$) – subject to 10% Service Charge		
	Room only	Room with buffet breakfast	
	Single / Double Occupancy	Single Occupancy	Double Occupancy
❖ Plaza Deluxe Room	<input type="checkbox"/> \$1,380.00	<input type="checkbox"/> \$1,470.00	<input type="checkbox"/> \$1,560.00
Special Request (if any)	<input type="checkbox"/> One King bed (6'x6')	<input type="checkbox"/> Two Double beds (5'x6' x 5'x6')	
Transportation <i>(Advance reservation for airport transportation is required, and the rate is subject to change without prior notice. Airport Shuttle arrangement is provided based on a fixed time schedule.)</i>	♦ Hotel Limousine (maximum 3 persons per car) <input type="checkbox"/> Arrival <input type="checkbox"/> Departure <input type="checkbox"/> Round Trip (HK\$650 per car one way)		
	♦ Airport Shuttle <input type="checkbox"/> Arrival <input type="checkbox"/> Departure <input type="checkbox"/> Round Trip (HK\$160 per person one way)		
Booking Guaranteed By:	<input type="checkbox"/> Amex	<input type="checkbox"/> Visa	<input type="checkbox"/> Master <input type="checkbox"/> Diners
Credit Card No.	Expiry Date (mm/yy)		
Name of Card Holder			

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks:

- Reservation request form must be submitted to Royal Plaza Hotel **on or before 31 October, 2013**. All reservation requests are subject to hotel confirmation.
- All bookings must be guaranteed by a valid credit card of one night room charge. One night room charge will be applied if cancellation cannot be notified by writing to the hotel **on or before 15 November, 2013**.
- A Reservation Confirmation will be submitted to sender within 48-hour after receipt of completed Reservation Request Form. Reservation will not be valid without Reservation Confirmation of Royal Plaza Hotel.
- Reservation outside the above valid period is subject to the prevailing rate and hotel availability.
- Royal Plaza Hotel reserves the right of final decision in case of any disputes.

Renovation Notice:

After the completion of the phase I renovation in November 2012, our Chinese restaurant - Di King Heen and about half of the guest rooms have acquired a brand new look with contemporary design. A new Junior Ballroom which can host up to 400 guests and a chic wine and cocktail bar, Lion Rock, are opened on Level 3.

The hotel is currently undergoing the phase II renovation. During this period, some of our services and facilities may be unavoidably interrupted or affected, and noise disturbance may occur. The main lobby, the rest of the guest rooms, the health club and swimming pool are currently closed and undergoing an extensive makeover and they are expected to reopen by the end of June, July and August 2013 respectively. A new trendy reception area is now temporarily in use and a workout room with gymnasium facilities is currently available for in-house guests until the reopening of the health club.

HOTEL USE ONLY

CONFIRMED

WAITING LIST

NOT CONFIRMED

By \_\_\_\_\_

Remarks \_\_\_\_\_

Date \_\_\_\_\_