

**The International Air Cargo Association
Conference 2025
June 24 – 27, 2025**

HOTEL RESERVATION FORM

Pacific Place, 88 Queensway, Hong Kong | Tel: (852) 2521 3838

Please complete this Hotel Reservation Form and return directly to the hotel via
Email Whites.Lai@ConradHotels.com on or before **23 May 2025, Friday**

<input type="checkbox"/> Dr.		<input type="checkbox"/> Mrs.		<input type="checkbox"/> Mr.		<input type="checkbox"/> Ms.	
Last Name:			First Name:				
Company:							
Business Title:							
Contact Number:							
Email Address:							
Check-in Date:				Check-out Date:			
Hilton Honors membership # (if any): _____							
<u>ROOM CATEGORY</u>							
<input type="checkbox"/> Deluxe Room (42 sqm) with daily breakfast buffet for ONE (1) guest		HKD 2,200					
<input type="checkbox"/> Deluxe Room (42 sqm) with daily breakfast buffet for TWO (2) guests		HKD 2,400					
NOTE:							
- Above room rates are subject to 10% service charge and 3% Hotel Accommodation Tax (HAT) per room per night.							
- Above room rates are inclusive of High-speed internet access.							
- Check-in time is after 15:00hrs and check-out time is before 12:00hrs, any guests who would like immediate access to their rooms prior to 14:00hrs, will be subject to hotel's availability upon arrival.							
- Above room rates are available for 2 days pre- and post- conference date (22 – 28 June, 2025).							
- All reservation requests are on a first come first served basis for each requested room type. If the specific room type is full, Hotel will advise the next category of rooms available for your consideration.							
- Preferences indicated are not on guaranteed basis but subject to availability.							
- All guestrooms are non-smoking rooms.							
<u>ROOM PREFERENCE</u> (subject to availability upon check-in)							
<input type="checkbox"/> King-bed		<input type="checkbox"/> Twin-bed		<input type="checkbox"/> Others:			
<u>AIRPORT TRANSFER SERVICE</u>							
Hotel limousine airport transfer is charged at HKD 1,380 net per car per way (each car can transfer max. 3 persons). Airport transfer can only be confirmed with flight details. A surcharge of HKD 200 net will apply for midnight service (00:01am – 06:00am).							
*After passing through immigration, please collect your bags and clear customs at Exit B. Our Airport Representative will be waiting outside Exit B of Arrival Hall, holding a "Conrad Hong Kong" signage and will be escorting you to the limousine lounge.							
Yes, I would like to reserve car transfer arrangement for:							
<input type="checkbox"/> One-way (Arrival only)		<input type="checkbox"/> One-way (Departure only)		<input type="checkbox"/> Round Trip			
Arrival Date	Flight No.	Est. Arrival Time	Departure Date	Flight No.	Est. Departure Time		
<u>PAYMENT DETAILS</u>							
I/We agree to the terms and conditions below and to guarantee this reservation with the credit card number provided as follows:							
<input type="checkbox"/> AMEX		<input type="checkbox"/> VISA		<input type="checkbox"/> MASTERCARD		<input type="checkbox"/> UNION PAY	
Credit Card Number: _____				Expiry Date: _____			
Authorized Signature: _____							
<u>TERMS AND CONDITIONS</u>							
- Reservations will only be confirmed with valid credit card details provided.							
- Please note one night guest room charge plus 10% service charge and 3% Hotel Accommodation Tax (HAT) will be obtained from above credit card at time of reservation as guarantee to this reservation.							
- Please note 100% room charge plus 10% service charge and 3% Hotel Accommodation Tax (HAT) deposit will be obtained from the above credit card after 23 May 2025, Friday .							
Reservation can be cancelled on or before 23 May 2025, Friday with written notification and full refund will be made.							
- Arrival/departure date change after 23 May 2025, Friday will be subject to availability provided new dates are not shorter than original length of stay.							
- In the event of "No Show" on arrival date or cancellation or early departure made after 23 May 2025, Friday the payment obtained from above credit card for full duration of the reservation will be forfeited.							