

Hotel Reservation Form  
SWS 2024 Annual Meeting  
Monday, 11 November 2024 – Saturday, 16 November 2024

Reservations may be made by completing this form and returning it by fax to Le Meridien Taipei Ms. Joanne Liang – Sales & Marketing Department, Tel: 886 2 6622 5886, Fax: 886 2 6638 1888 (please do confirm reservation form is received by hotel via e-mail or phone should you make reservation via facsimile) or email: [joanne.liang@lemeridien-taipei.com](mailto:joanne.liang@lemeridien-taipei.com). Please note that no reservation will be confirmed without a credit card guarantee; Le Meridien Taipei will send a written confirmation upon receipt of this completed form. For more hotel information, please visit our website of: [www.lemeridien-taipei.com](http://www.lemeridien-taipei.com)

Guest Information:

First Name:		Last Name:	
Mobile:		Email:	
Arrival Date:		Departure Date:	

Type of Accommodation Rates Requirement:

Room Type & Rate	Single Occupancy	Double Occupancy
Deluxe Room (King Bed / Twin Beds)	<input type="checkbox"/> NT\$8,600+15.5% (Incl. 1 breakfast)	<input type="checkbox"/> NT\$9,300+15.5% (Incl. 2 breakfasts)
Junior Suite	<input type="checkbox"/> NT\$14,400+15.5% (Incl. 1 breakfast)	<input type="checkbox"/> NT\$15,100+15.5% (Incl. 2 breakfasts)

Terms & Condition:

- Room rates inclusive of breakfast is available at Latest Recipe and served based on single or double occupancy.
- The above room rates are inclusive of in room internet
- The above rates are quoted on a per room, per night basis, subject to 10% service charge and 5% government tax on top of the room rate and the 10% service charge
- Please note that Check-in time is after 15:00 and Check-out time is before 12:00 noon
- Any late cancellations or no shows within 3 days prior to arrival date will be charged for entire period of stay.
- Above special rates are valid until Friday, 18 October 2024. After which, rates and above room type will be subject to availability

No Smoking Policy:

- Le Méridien Taipei has incorporated with the Taiwan's newly enacted Tobacco Hazards Prevention and Control Act (also known as the new "Anti-Smoking Law"). To comply with the new legislation, we are required to provide a smoke-free environment in all our guestrooms, public areas and function rooms.

TAOYUAN INT'L AIRPORT TRANSPORT SERVICES: (Rate is subject to change without further notice)

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

Arrival [ ] Departure [ ] BENZ S350 Series car service at NT\$3,000 per car per trip for a maximum of 3 passengers with one luggage each  
[ ] [ ] BENZ Mini Van V300 at NT4,000 per car per trip for a maximum of 6 persons with one luggage each  
[ ] [ ] Guest own arrangement

\*100% charge applies to cancellations made less than three hours before the scheduled time.

I will guarantee my reservation with: (Please be advised that reservation will only be confirmed given the following information.)

[ ] VISA [ ] Master Card [ ] American Express [ ] JCB  
Credit Card No# \_\_\_\_\_ Expiration Date \_\_\_\_\_

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

FOR HOTEL USE ONLY CONFIRMATION ROOM TYPE: _____ REMARK: _____	CONFIRMATION #: _____ CONFIRMED BY: _____ DATE: _____
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My Humble House Hospitality Management Consulting Co., Ltd (hereinafter referred to as "the Company") is collecting your personal identification and specific credit card data for the purpose of assisting you in your credit card payments for particular charging expenditure fees. This data will only be used for this particular purpose. The company will respect your rights and obey the R. O. C. Personal Information Protection Act to ensure the safety of this data during the operational period. The data will be destroyed within two years of obtaining it. As a prerequisite, you agree for our company to process and use the relevant data within the scope permitted by the law; however, you may still exercise the following in accordance with the law: inquire, review, duplicate, supplement, correct, stop collection, processing, and use, as well as requesting deletion. Please contact our company via Mail: [lemeridien@lemeridien-taipei.com](mailto:lemeridien@lemeridien-taipei.com).