



2016 Global Technology Leadership and Instructional Technology Summit
November 30th – December 3rd, 2016

Hotel Reservation Form

Howard Hotels · Resorts · Suites offer special rates to participants of **2016 Global Technology Leadership and Instructional Technology Summit**, to be held from *November 30th – December 3rd, 2016*. To make your reservations, please complete the accompanying form with the appropriate information and return one copy by fax or email to **886-2-2708-2376** before **October 30th, 2016**.

Attn : Ms. Nicole Lu Tel : +886 2 23267527 Fax : +886 2 27082376 Email : nicole_lu-tp@howard-hotels.com.tw

The Howard Plaza Hotel Taipei (160 Jen-Ai Road, Sec.3, Taipei)

Room Type	Superior King	Superior Twin
Tariff Rate	NT\$10,000+15.5%	NT\$10,600+15.5%
Special Rate	NT\$4,500+10% (1 Breakfast)	NT\$4,900+10% (2 Breakfasts)

Note 1: The above rates are valid from November 28th – December 5th, 2016

Note 2: The above rates are inclusive of complimentary benefits as follows :

- *Welcome Fruit * Daily Newspaper * Free access in-room internet
- *Free use of Health Club * One Welcome Drink / per stay
- *Room rate is including 5% tax but subject to 10% service charge

Reservation information : (Please type, write or print clearly)

Guest Name : _____

Association/Organization : _____ Title : _____

Address : _____

City : _____ Zip Code : _____ Country : _____

Tel : _____ Fax : _____ E-mail : _____

Number of rooms required : Superior King _____ Superior Twin _____ Deluxe Single _____

Arrival Date: _____ Flight Details: _____ Departure Date: _____

Credit Card: ☐ Master Card ☐ Visa ☐ JCB ☐ AE ☐ Diners

Card No : --- Expiry Date : _____ (M) _____ (Y)

Card Verification Code: __ __ __ (Last 3 digits on back side of card)

Card Holder Signature: _____ Date : _____

Transportation Arrangement (Airport Pick Up) :

____ Limousine (NT\$1,995Net / car / trip - Maximum 2 people with luggage)

Please return this form by fax or email before October 30th, 2016 to make your reservation

*** Note :** Reservations and room allocation for any of the requested room types will be done on "First come, First serve" base along with the first night deposit. Please kindly provide your credit card details to guarantee your reservations. Any no-show or cancellation of reservations within 3 days of the arrival date, one night deposit will not be refunded. (Taiwan Local Time)