



## Hong Kong Metropolitan University - ICOIE 2025

Date: 09 - 11 July 2025

Summit View Kowloon

(No. 5 Man Fuk Road, Kowloon, Hong Kong)

[www.yhk.com.hk](http://www.yhk.com.hk)

Please complete this form and return to reservation department at Summit View Kowloon, via email: [summitview@yhk.com.hk](mailto:summitview@yhk.com.hk) **before 23 June 2025**. Should you have any queries, please feel free to call (852) 2700 1668.

### RESERVATION FORM

Surname:	<u>Mr / Ms / Mrs</u>	First Name:	_____
Surname:	<u>Mr / Ms / Mrs</u>	First Name:	_____
Email:	_____		
Telephone:	_____	Fax:	_____
Arrival Date:	_____	Flight / Time:	_____ / _____ hrs
Departure Date:	_____	Flight / Time:	_____ / _____ hrs

### Room Rates

No. of Room	Bedding Preference	Room Type (Non-smoking)	Daily Rates
_____	Twin	Deluxe Room (approx. 180sq.ft.)	HK\$580 + 10% service charge & 3% Hotel Accommodation Tax
_____	Twin	Grand Premier Room (approx. 250 sq.ft.)	HK\$680 + 10% service charge & 3% Hotel Accommodation Tax

*Benefit - Welcome Fruit , Free Local Call and Complimentary in-room Wi-Fi service*

The above room rate subject to 10% service charge & 3% Hotel Accommodation Tax per room per night , applicable to single or double occupancy. Room availability will be subject to confirmation from Summit View Kowloon.

**\*The registration (check-in) for each reserved room must be completed by an adult FEMALE guest who has reached the age of 18.**

### Payment

All expenses on guest own account

### Cancellation Policy

- ***For amendment or cancellation, a written notification is required 7 days prior to arrival date; otherwise a penalty equivalent to the total room cost will be imposed onto given credit card. In case of no-show, the payment of total room cost will be debited to the given credit card.***

### Guarantee reservation

Type of Card:	<input type="checkbox"/> Visa Card	<input type="checkbox"/> MasterCard
Card number:	_____	Expiry Date: _____ MM/YY
Name on Card:	_____	
Cardholder's Signature:	<u>X</u>	(Same signature on your card)

*All information is kept confidential and used only for the purposes as noted above.*

### FOR INTERNAL USE ONLY

Confirm (Confirmation no. \_\_\_\_\_)       Not Confirm       Waiting List