

Stay Smart, Stay Real in Songdo



Reservation Form for United Nations Public Service Forum 2024

* Please complete and return this form to us by email (reservation.songdo@ihg.com).

GUEST INFORMATION

Title :

Dr. Prof. Mr. Ms.

Given Name :

Family Name:

Address :

Country :

States & Postal Code :

E-mail :

Phone :

HOTEL RESERVATION

Arrival Date :

Departure Date :

Room Type & Special Rate (all rates are including 10% VAT) (add Breakfast 23,000 KRW per person)

*Standard King &Twin **KRW 143,000 (without Breakfast)**

*Premium King & Twin **KRW 154,000 (without Breakfast)**

*Premium Park view King & Twin **KRW 165,000 (without Breakfast)**

*Junior Suite **KRW 240,000 (without Breakfast)**

Room Benefit :

*Complimentary mineral water in room (daily 2 bottle)

*Complimentary access to Gym (2F)

*Complimentary use of in-room coffee tea making facilities (Premium to Junior Suite only)

*Complimentary high speed internet service (wireless)

Number of Guest :

Additional Breakfast (rate is including 10% Tax)

KRW 23,000 (per person) 1 person 2 person

Remarks :

*The room rate is a United Nations Public Service Forum 2024

*Tax exemption is only applied to who has license of diplomat.

*The room rate and benefits are valid from **2024.06.23 ~ 2024.06.28.**

Holiday Inn Incheon Songdo

33-1 Songdo-dong , Yeonsu-gu, Incheon, 406-840 , Korea, Republic of

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RESERVATION GUARANTEE:

Credit Card : Visa Master JCB AMEX Diners

Card Number:

Card Holder :

Expiry Date :

*Bank Transfer

Account No. :

Account Owner :

Swift Code :

Bank Address :

***Please be aware of having duplicated reservations made via other Agencies will also be charged if not cancelled in advance.**

If you have any duplicated reservations please cancel before check-in otherwise cancellation charge equal to entire stay will be applied to your credit card.

BOOKING CONDITIONS

- Normal Check-in time : from 15:00 / Check-out time: 11:00
- Early Check-in: Before 09:00-Full charge of reserved rate / between 09:00-12:00 50% charge of reserved rate / afternoon upon availability.
- Late Check-out: Between 11am~3pm- 22,000 KRW per hour. / After 3pm-Full charge of reserved rate
- Non-guaranteed reservations will be held 24 hours prior to arrival, after that the reservations will be automatically released.
- For Guaranteed reservations we would require a credit card with expiration date. In the event of late cancellation within 24 hours prior to arrival or non-arrival, a one night accommodation charge will be applied to the credit card.

For special arrangement please don't hesitate to contact our Reservations team as follows:

Reservations Department, Tel - +82 32 250 0000 or email - reservation.songdo@ihg.com

Reservation Manager, Ms Lisa Cho, Tel - +82 250 0000 or E-mail – yurim.cho1@ihg.com

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