



THE PORTMAN RITZ-CARLTON  
SHANGHAI

Hotel Booking Request Form  
**PHOTOFAIRS Shanghai (September 19 to 23, 2019)**

Reservation Department (1376 Nanjing Xi Road)  
Fax – 86 21 6279 8772 Telephone – 86 21 6279 8700  
Email: [bessie.wang@ritzcarlton.com](mailto:bessie.wang@ritzcarlton.com)

Please complete the form below in order to reserve your accommodation. The rate offered here is only for the exclusive use of the participants of the above group.

One night deposit for each room booked must be guaranteed with a credit card when submitting your registration form.

Cut off date for the room booking is **Monday, August 19, 2019**. Booking received after this date will be subject to availability at the time of request.

Guest Name (Mr./Ms./Mrs.) \_\_\_\_\_  
Circle one Last Name First Name

Company \_\_\_\_\_ Position \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Country code/area code/number Country code/area code/number

I require the following room/s as indicated:

ARRIVAL DATE \_\_\_\_\_ DEPARTURE DATE \_\_\_\_\_

Deluxe Room:  CNY 1,350 (Single) net per room per night

CNY 1,450 (Double) net per room per night

- Hotel check in: 1400hr/ check out: 1200noon. Any early check in or late check out will be subject to room availability and additional room charges.
- Above Deluxe room rates are inclusive of (1) for single or (2) for double daily American Buffet Breakfast(s) and valued at CNY274 net per person to be consumed at hotel designated area.

**I authorize The Portman Ritz-Carlton, Shanghai to use my credit card for guarantee.  
I understand the first night's room charge for no show or cancellation made within 7 days prior to the arrival date will apply.  
Hotel will charge one night room charge as compensation for unscheduled early departures.**

Name of card Holder: \_\_\_\_\_  
 VISA  Master Card  American Express  Diners Club  JCB

Credit Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

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

**HOTEL USE ONLY**

Confirmed Confirmation Number: \_\_\_\_\_  Not Confirmed

Acknowledged by \_\_\_\_\_ Date Confirmed \_\_\_\_\_