



FIXGlobal 2009 Meeting Group
Grand Hyatt Shanghai Room Reservation Form
(September 2 to September 3, 2009)

Please type and send back to Grand Hyatt Shanghai at:
 E-mail: groupservice.ghshanghai@hyatt.com

<input type="checkbox"/> Dr <input type="checkbox"/> Mr. <input type="checkbox"/> Ms	First Name _____	Family Name _____
Company _____		
Title _____	Email _____	
Tel _____	Fax _____	
Address _____		
_____		Country _____

Arrival and Departure Info

Check in date _____	Flight _____	ETA _____
Check out date _____	Flight _____	ETD _____

Room Reservation

Room Preference	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-Smoking
Grand Room	<input type="checkbox"/> CNY 1,500 (USD 220)	

The above room rates are subject to 15% surcharge. Room assignment will be subject to first come first served basis & availability. The above Grand Room rate is inclusive of ONE daily breakfast buffet at Grand Café. **Additional daily breakfast is available at CNY 208+15% service charge per person.**

Airport Transfer

Transfer Required	<input type="checkbox"/> Arrival Pick up	<input type="checkbox"/> Departure Transfer
Audi A6 (seats 4)	<input type="checkbox"/> Hong Qiao Airport @ CNY400	<input type="checkbox"/> Pudong Airport @ CNY600
Mercedes Benz S class	<input type="checkbox"/> Hong Qiao Airport @ CNY850	<input type="checkbox"/> Pudong Airport @ CNY1280

One-way rate per car @ 3 persons max. Airport transfer may only be confirmed with flight details.

Passport Details

Passport No _____	VISA No _____
Date of Issue & Validity _____	Place of Issue _____

Credit Card Details

Credit Card No. _____	Expired Date _____
<input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> Master Card <input type="checkbox"/> DC	Authorized Signature _____

Hotel Use Only

Reservation confirmed by _____	Reservation No. _____
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Reservations should be made directly with Grand Hyatt Shanghai by returning this form via email to groupservice.ghshanghai@hyatt.com or fax to + 86 21 5049 8382 on or before **Friday, August 21, 2009**. Any reservation request after this date will be subject to room availability basis. Also, after this date any cancellations, no shows or early departures will result in full payment of entire period of stay. This fee will automatically be charged to the credit card given as guarantee.

The above credit card number will serve to guarantee the room reservation and authorize Grand Hyatt Shanghai to charge. Hotel rooms are available for guest check-in after 2.00PM. Check out time is 12.00 noon. Please also note that hotel reserves the right to release all non-guaranteed guestrooms, i.e. Rooms with no guest details, arrival and departure dates and credit card or company letter guarantee.

For any questions on room reservations, please contact:

Ms. Celina Wang, Sales Manager, Grand Hyatt Shanghai

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Ms. Jessie Yang, Sales coordinator of Corporate Sales, Grand Hyatt Shanghai

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