



RESERVATION FORM

19th Asia Pacific Student Services Association (APSSA) International Conference 2024

Please return this hotel reservation form to:
Sheila Ann Toleroso / sheilatoleroso@onefarrer.com *OR* Room Reservations / reservations@onefarrer.com

ROOM TYPE (PER ROOM PER NIGHT):

Mint Room (28sqm) - S\$250.00++ per room, per night inclusive of Breakfast (Single Occupancy)
Mint Room (28sqm) - S\$275.00++ per room, per night inclusive of Breakfast (Double Occupancy)

OR

Mint Premier Room (33sqm) - S\$300.00++ per room, per night inclusive of Skyline Lounge access (Single Occupancy)
Mint Premier Room (33sqm) - S\$340.00++ per room, per night inclusive of Skyline Lounge access (Double Occupancy)

- Skyline Lounge Access includes:

- ***Cooked to order Breakfast
- ***All Day refreshment
- ***Evening Cocktails

** The hotel has introduced a no-smoking policy within its public areas, rooms and suites.*

GUEST PARTICULAR:

GUEST NAME MR/ MS/ MRS/ Dr/ PROF (Please underline Surname)		DATE:
ARRIVAL DATE:	DEPARTURE DATE	
ARRIVAL FLIGHT/ TIME	DEPARTURE FLIGHT/ TIME	
COMPANY	COUNTRY OF RESIDENCE	
TELEPHONE (including country code)	E-MAIL ADDRESS	

Early Arrival : Room Pre-blocked one day before arrival (Subject to one night room charge) YES NO
(Please take note that all check-in are after 1500hrs unless rooms are pre-blocked)

ARRIVAL AIRPORT TRANSFERS (PER CAR PER WAY):

- Mercedes "E" Class – SGD110++
- Mercedes "S" Class – SGD180++

****Rates subject to changes***

CREDIT CARD GUARANTEE:

- American Express Visa MasterCard Diners Club Others

CARDHOLDER'S NAME _____ EXPIRY DATE _____

CREDIT CARD TYPE/ NUMBER _____ CVV NUMBER _____

CARDHOLDER'S SIGNATURE _____

***** A copy of front and back of the credit card must be submitted together with the reservation form.***

FOR HOTEL USE ONLY

Booking is Confirmed/ Not Confirmed by _____ Date _____

Confirmation Number _____



TERMS & CONDITIONS:

- The Hotel check-in time is after 1500hrs on day of arrival. Should residents wish to occupy the room before 1500hrs, placing a reservation for the night before is recommended at full day charge.
- The Hotel check-out time is 1200hrs on the day of departure. Late check-out at 1800hrs is chargeable at 50% of agreed room rates and after 1800hrs is chargeable at full day rates, subject to room availability.
- In the event of amendment or cancellation made after 4pm (local time) 2 days prior to arrival or failure to show-up, a penalty equivalent to the first night room charge plus taxes will be levied to the company. An early departure fee will be charged to resident who checks out the hotel prior to scheduled departure date. To avoid the early departure fee, all residents should inform any changes 2 days prior to the scheduled departure date.
- The Hotel reserves the right to charge for full duration for any cancellation/no show/shortening on confirmed reservation(s).
- All rates are in Singapore Dollars and subject to 10% service charge and thereafter 9% goods & services tax (GST) unless stated otherwise.