



Asia Pacific Trade Facilitation Forum 2019  
Hyatt Regency, New Delhi  
15<sup>th</sup> till 20<sup>th</sup> September 2019

Please make a booking for the following under the group code **(16AP)**

- 1) Guest's Full Name \_\_\_\_\_
- 2) Guest's Full Name \_\_\_\_\_

**Single & Double Occupancy room rate is INR 8000 / 9000 on single and double Plus taxes.**

Arrival date with flight Information \_\_\_\_\_  
Departure date with flight information \_\_\_\_\_

Arrival & Departure Airport Transfers required YES NO  
Arrival & Departure Flight details \_\_\_\_\_

**(Additional Airport Transfers by Innova / Camry @ INR 2950 + Taxes per car per way)**

Credit Card Number \_\_\_\_\_  
Name on Credit Card \_\_\_\_\_ Expiry date \_\_\_\_\_

***I hereby authorize Hyatt Regency, New Delhi to charge my credit card in case of no show or as per the cancellation policy mentioned below.***

\_\_\_\_\_  
(Signature)

**You may email the reservation request on [Neha.bhatia@hyatt.com](mailto:Neha.bhatia@hyatt.com) or [Amit.bhadula@hyatt.com](mailto:Amit.bhadula@hyatt.com).**

**Terms & Conditions**

The deadline for making reservation is **20<sup>th</sup> August 2019**. Any reservation received after the allocated room block is filled or deadline has passed shall only be confirmed subject to availability & on the rate of the day.

- The rates are inclusive of Buffet Breakfast at Café and In Room Internet (speed upto 1.5 mbps)
- All current govt. applicable taxes would be additional which are subject to change as per govt. rules and regulation. Currently applicable taxes are as follows – GST – 28%, Service Fee 3%.
- Official Check-in time is 1400Hrs & Check-Out time is 12:00 Noon (IST)
- Cancellation Policy: Rooms cancelled between **20<sup>th</sup> August 2019 till 31<sup>st</sup> August 2019** will be subject to a one-night charge. For all rooms cancelled after **01<sup>st</sup> September 2019** a retention charge equivalent to total amount for entire length of stay booked shall be charged on the Individual's Personal Credit Card.
- No retention for any cancellation done before 12<sup>th</sup> August 2019
- No Show: The retention charges equivalent to total amount for entire length of stay shall be charged on the Individual's Personal Credit Card.
- The guests should settle their account & all incidentals at the hotel at the time of the checkout.
- The hotel, when placing a reservation, will provide a confirmation number.
- The above offered special rates will be applicable 2 days Pre and Post of the main conference date.

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New Delhi 110066  
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