



LAO PLAZA HOTEL

VIENTIANE

APRIA July 28th-31st, 2024

Accommodation Reservation Form

Please email or fax your reservation to

Lao Plaza Hotel, Vientiane
Attention: Mr. Thongphanh Thavisay
Sales Manager
Tel: (+856 21) 218 800 Fax: (+856 21) 218 808
Email: sales@laoplazahotel.com

Reservations must be submitted No less than June 30th, 2024 please complete in capital letters.

COUNTRY: _____

PARTICIPATION TO: [] [] MEETING [] MEETING

FAMILY NAME: _____ FIRST NAME: _____

DESIGNATION/RANK: _____

ORGANIZATION: _____

TEL: _____ FAX: _____ EMAIL: _____

DATE OF ARRIVAL: _____ FLIGHT NO: _____ ETA: _____

DATE OF DEPARTURE: _____ FLIGHT NO: _____ ETA: _____

AIRPORT TRANSFER: [] AIRPORT PICK UP [] ROUND TRIP TO/FROM AIRPORT

ROOM PREFERENCE: [] SMOKING [] NON SMOKING

ROOM TYPE REQUIREMENTS: Please circle for your requested room type:

Table with 4 columns: Room Type, Rack Rate, Your Rate, Late check out (until 5PM). Row 1: Deluxe Room, USD 190 net/room/night, USD 90 Net/ night, USD 50 Net

If sharing room with a member of your delegation please give his/her name

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*The prices are net inclusive of 07% tax, 10% service charge, daily buffet breakfast & internet access in room

*Complimentary shuttle service to/from the international airport (according to International flight)

*Cancellation Policy:

-Hotel reservation has the right to impose one night room charge in the event that booking is cancelled or amend less than 7days to arrival.

-No show policy: Full night is applicable in the event of no show on the day of arrival.

Remark:

Early bird booking from now until April 30, 2024, the special rate will be at USD85/ night.

BILLING INSTRUCTION:

- [] Guest Own Account [] Company Account
[] Cash [] Credit Card # (VISA, MASTER, JCB, AMEX) [] Room [] ABF [] Lunch [] Dinner
Expire Date:/...../..... [] All Expenses
Booking By: _____ Date _____