****

ANA InterContinental Room Reservation Form

JIIA 2016

**To avail of the negotiated rate, please complete and return this form to ANA InterContinental Hotel via email:** **cynthia.usui@anaintercontinental-tokyo.jp** **by 07 November 2016**

|  |
| --- |
| **\***Title (Mr., Mrs., Ms., Dr.,) \*First Name　　　　　　　　　　　　　　　　　　　　　　\*Last Name　 |
| IHG Rewards Club # |
| \*Company |
| \*Title/Department |
| \*Address \*Country \*Postal Code |
| \*Tel Fax \*Email |

**Please select room type and occupancy:**

□Classic Room , w/ breakfast for one person / 30,000 JPY

□Classic Room , w/ breakfast for two persons / 33,000 JPY

□Twin Bed □Double Bed

□Single Occupancy □Double Occupancy

□Non-smoking □Smoking

• Above rate is inclusive of all applicable taxes (10% service, 8% tax and Tokyo Accommodation Tax).

• Buffet breakfast at the Cascade Café is included.

• Kindly note that room types are subject to availability only and provided on a first come first served basis.

• Extra beds are available at 8910 JPY per night.

\*Complimentary use of Internet & Fitness Room.

Arrival Date: Departure Date:

Arrival Details

Request:

**Booking Policy** - Bookings must be guaranteed by credit card:

□Amex □Diners Club □MasterCard □Visa □JCB

Name of card holder:

Number: Expiration Date:

**Terms and Conditions**

* All booking changes and cancellations must be made in writing and must be sent to cynthia.usui@anaintercontinental-tokyo.jp

at least 48 hours before scheduled.

* To enjoy the room block, please submit this form to the hotel by **07 November 2016**. Rooms are provided on a first come, first serve basis, after which the hotel will extend their best available rates.
* Check-in time is after 15:00 hrs. Please make a one night pre-blocking of guest rooms should an early check in before 15:00 hrs is required. Check-out time is before 12:00 hrs. Late check-out will be on request basis. A half-day charge will apply if guest checks-out before 18:00 hrs, a full day charge will apply if guest checks-out after 18:00 hrs.
* By providing above mentioned credit card details, cardholder agrees to the above terms and conditions.

GUEST SIGNATURE:　 DATE: