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| **HOTEL RESERVATION FORM** | | | | | | | | |
| **The Summit Hotel Seoul**  198 Jangchungdan Road, Jung Gu, Seoul, 04614, Korea  <http://www.summithotelseoul.com> | | | | | | | | |
| ◾**Please fill out this Hotel Reservation Form and submit it to hotel reservation team via E-mail.**  ◾**Your reservation confirmation will be sent out by E-mail within 48 hours after receiving this form.**  ◾**Reservation Contact Phone: +82-2-2285-0540｜Fax: +82-2-2285-0549｜E-mail:** [**rsv@summithotelseoul.com**](mailto:rsv@summithotelseoul.com) | | | | | | | | |
| **H-1. GUEST INFORMATION** | | | | | | | | |
| First Name | | | | | | Last Name[ Prof./ Dr. / Mr. / Mrs. / Miss ] | | |
| Company / Organization / Institution | | | | | | Country | | |
| Phone | | | Fax | | | | E-mail | |
| **H-2. ROOM RESERVATION REQUEST** | | | | | | | | |
| **Room Type** | | **Bedding Type** | | | **Number of Room** | | | **Room Rate** |
| ⬜ Standard Double Room | | 1 Double Bed  (2 person occupancy) | | |  | | | KRW 88,000/night |
| ⬜ Standard Twin Room | | 2 Single Beds  (2 person occupancy) | | |  | | | KRW 88,000/night |
| ⬜ Standard Double Room  (Included breakfast 1 person) | | 1 Double Bed  (2 person occupancy) | | |  | | | KRW 99,000/night |
| Check-in Date | |  | | | Check-out Date | | |  |
| Additional Breakfast : KRW 14,300/person ⬜ | | | | | | | | |
| ◾Above rates are non-commissionable and **inclusive of 10% Tax (V.A.T.)**  ◾**Check-in and Check-out:** *Check-in time after 2 p.m. and Check-out time before 12 p.m.* | | | | | | | | |
| **H-3. RESERVATION GUARANTEE method** | | | | | | | | |
| **Credit Card** | ⬜ Visa ⬜ MasterCard ⬜ Diner‘s ⬜ JCB ⬜ AMEX 4 digit # for AMEX: \_ \_ | | | | | | | |
| **Card Number** |  | | | **Expiry Date (MM/YYYY)** | | | |  |
| **CardHolder’s Name** |  | | | **Signature** | | | |  |
| **H-4. TERMS AND CONDITIONS** | | | | | | | | |
| * **Cancellation Policy: No cancellation charge applies prior to 5days prior to arrival. Beyond that time, the first night will be fully charged.** * **All reservations must be guaranteed with a credit card valid at the date of the start of your stay, unless otherwise specified.** | | | | | | | | |