

# HOTEL RESERVATION FORM

## Four Points by Sheraton Seoul, Gangnam

203, Dosan daero, Gangnam gu, Seoul 06026 South Korea  
RESERVATION | TEL: 02.2160.8990 / FAX: 02.2160.8919/ EMAIL: rsvn@fourpoints-gangnam.com

- ※ Be sure to contact Reservation Department to check the availability when making your reservation
- ※ Room Only Rate
- ※ Breakfast is available at KRW 19,800 per person for advanced reservation only (Inclusive 10% Tax)
- ※ Check In / Check Out | 15:00 / 12:00

### 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	Occupancy	Room Rate (10% Tax Exclusive)
<input type="checkbox"/> Standard	<input type="checkbox"/> 1 Queen	<input type="checkbox"/> 1 Person	Weekday: KRW 210,000/night Weekend: KRW 240,000/night
	<input type="checkbox"/> 2 Singles	<input type="checkbox"/> 2 Persons	
<input type="checkbox"/> Premier	<input type="checkbox"/> 1 Queen	<input type="checkbox"/> 1 Person	Weekday: KRW 230,000/night Weekend: KRW 260,000/night
		<input type="checkbox"/> 2 Persons	
Check-in Date	April _____, 2025	Check-out Date	April _____, 2025

Special Request

- The rates apply to stays from April 21–27, 2025.
- Rates are per room, per night and based on availability at the time of reservations.
- Up to 2 people including a kid under 13 are allowed in a room.
- Additional Breakfast available KRW 40,000(10%Tax Included) | Children KRW 20,000 (10%Tax Included)
- Please be prepared to show proof of eligibility for your rate. (such as Attendance badge or Attendance certification, etc.)

### H-3. RESERVATION GUARANTEE METHOD

<b>Credit Card</b>	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Diner's	<input type="checkbox"/> JCB	<input type="checkbox"/> AMEX	<input type="checkbox"/> OTHER( )
<b>Card Number</b>			<b>Expiry Date (MM/YYYY)</b>	/		
<b>CardHolder's Name</b>			<b>Signature</b>			

### H-4. TERMS AND CONDITIONS

**Booking Terms & Conditions:** This is a quotation only based on information provided by you and no reservation has been made. All rates are subject to availability at the time of booking.

**Guarantee Policy:** All reservations must be guaranteed with a credit card valid at the date of the start of your stay, unless otherwise specified.

**Cancellation Policy:** Please advise reservation changes or cancellations by 15:00PM (Korean Local Time), one day prior to your arrival date in order to avoid one-night penalty charge.

**Non Arrival Policy:** Should you not arrive to the hotel and your reservation has not been cancelled, we will charge one (1) nights' accommodation as a 'non arrival' penalty.

**Parking Policy:** Arriving hotel with car, there will be parking fee for 15,000 KRW per day. It is recommended to take public transportation especially for weekends due to limited parking space .