**CEOS Plenary Kyoto 2015**

**HOTEL RESERVATION FORM**

We have blocked rooms at the Grand Prince Hotel Kyoto for participants during the conference. Please fill in the HOTEL RESERVATION FORM for your convenience plan. If you would like to stay other hotels, please let us know in advance as well. In the case, please remind that you are required to arrange room by yourself. Thank you very much for your cooperation.

*Grand Prince Hotel Kyoto*

*Takaragaike Sakyo-ku Kyoto-shi*

*Tel: +81-75-712-1111*

*Website:* http://www.princehotels.com/en/kyoto/about-us

**Your name**  (Surname) (Last name) (Middle name)

**■ Do you have any companions?　　 □ No**

**□ Yes :** Name:

*Please put ✓ at a left box of selected hotel and fill in right vacancies with your requirements*

|  |  |  |
| --- | --- | --- |
| **Hotel** | **Room charge /night** | **Smoking** |
| **Grand Prince Hotel Kyoto** | **□**Twin/Double Room (SGL Use) including breakfast: (JPY22,000/person)  **□**Twin/Double Room (for two people) including breakfast: JPY14,000/night each  **□**Others: ( ) | **□** Smoking  **□** Non-Smoking |

|  |  |
| --- | --- |
| **Check-in Date** | **Check-out Date** |
| □ 2nd November 2015  □ Other: / 　 　 / | □ 7th November 2015  □ Other: / 　 　 / |

* Your credit card information:

Credit card company: Valid until :

Number: Name:

Signature:

* Cancellation policy

Up to 72hrs.prior,- No charge

72hrs prior to a day before – 30%

Should there be a “No Show” on the scheduled date of arrival for all confirmed reservation, one night “No Show” charge (100% ) will be charged.

Thank you very much for your kind cooperation.

Conference Secretariat