



衡山宾馆预订单

Reservation sheet for hotel contract guests

非常感谢您选择衡山宾馆, 请填写以下内容直接发送邮件: info@hengshanhotel.com 或传真至: 86-21-64333443 / 周末 86-21- 64372927 我们将尽快与您联系。

Welcome to hengshan hotel, pls fill in the blanks with your information and Email to: info@hengshanhotel.com or fax to: 86-21-64333443 (weekends 86-21- 64372927) We will contact with you as soon as possible.

公司名称 Company title:

联系人姓名 Contact:

地址 Address:

联系电话 Phone:

手机 Mobile:

联系人信箱 Email:

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|---|------------------|
| 入住客人名单 Guest name | |
| 入住日期 Date of Check in | : |
| 离店日期 Date of Check out | : |
| 房型 Room type | : |
| 数量 Room quantity | : |
| 付款方式 Payment | : |
| <input type="checkbox"/> 非担保预订: 所预订的房间将保留至当日 18:00 No guarantee booking: The room will be hold before 18:00PM at the date of check in. | |
| <input type="checkbox"/> 公司担保: 需先签订书面担保协议或至电贵公司销售代表咨询 Company guarantee booking: Pls call the Hengshan hotel sales representative for more details | |
| <input type="checkbox"/> 信用卡担保: 信用卡担保请填写以下内容 Credit card guarantee booking: Pls give us your credit card information | |
| 持卡人姓名 Name: | 信用卡号 CD Number: |
| 信用卡有效期 Expired date: | 持卡人签名 Signature: |

- 酒店入住时间为下午 14:00 后, 退房时间为中午 12:00 前。
According to the hotel regulation, TheCheck in time is after 14:00PM, The check out time is before 12:00AM
- 收费机场专车接送服务需提前三天预约并告之准确航班信息
Pickup-Sendoff service: Notify us the fight information three days in advance. This service is not free of charge. Pls contact with your hotel sales representative for more details.
- 备注 Notes:

- No.534 Hengshan Road, Shanghai, China 200030
- 中国上海市衡山路 534 号 邮编: 200030
- Tel 电话:+86 (21) 64377050*3523 LUC Fax 传真:+86 (21) 64333443
- e-mail: sales@hotelhengshan.com <http://www.hengshanhotel.com>