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| ***58thABU Sports Group Conference & Associated Meetings***  ***Colombo, Sri Lanka: 28-30 May, 2016***  **Hotel Reservation Form** | | | | | | |
| **GUEST INFORMATION** | | | | | | |
| Last Name: |  | | | First Name: |  | |
| 🗌 Male | | | | 🗌 Female | | |
| Passport No: | | Nationality: | | | | Date of Birth: |
| Company: | | | | Position: | | |
| Tel. (include Country code) | |  | | | |  |
| Fax: | | Email: | | | |  |
| Address: | | | | | | |
| City: | | Post Code: | | | | Country: |
|  | | | | | | |
| **PERIOD OF STAY** | | | | | | |
| Arrival date: | | | | Departure date: | | |
| Number of nights: | | Accompanying Person’s name: | | | | |
| Arrival Flight No: | | | | Departure Flight no: | | |
| Arrival Time: | | | | Departure Time: | | |
| Please e-mail this completed form to Aitken Spence Travels at [ziyan@aitkenspence.lk](mailto:ops@atour.com.tr). Once you have the written confirmation from Aitken Spence Travels, you will be directed to a Virtual Payment Terminal and realize your payment in a secure way. Your hotel reservation will be confirmed upon payment. | | | | | | |
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| **ACCOMMODATION** | | | | | | |
| **Cinnamon Lakeside Colombo, Sri Lanka** | | | | | | |
|  | | | | | | |
| **Please tick “√” the box for the room type for reservation.** | | | | | | |
| **Room Type** | | | **Room Rate** | | | |
| **🗌 Single[with breakfast ]** | | | **USD 140.00** | | | |
| **🗌 Double[with breakfast ]** | | | **USD 155.00** | | | |
|  | | | | | | |
| **Preference** | | | | | | |
| 🗌 Smoking Room | | | | 🗌 Non-Smoking Room | | |
|  | | | | | | |
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| **TERMS AND CONDITIONS:** | | | | | | |
| * Room Rates based on per room per night, including open buffet breakfast and government taxes. * Room rates are in USD (United States Dollars) * The official check-in time is 14:00 hours and the check-out time is prior to 11:00 hours. * Free internet is available at the Hotel. * All reservation requests should be completed by **01stMay 2016** and payments have to be realized in order to confirm the reservation. After **01stMay 2016,** hotel accommodation is subject to availability. * **Cancellation policy:**   100% refund for cancellations made until **01stMay 2016** and 01 night penalty for  cancellations made after **01st May 2016** | | | | | | |
|  | | | | | | |
| Please e-mail the completed form to  Aitken Spence Travels,  #315, Vauxhall Street, Colombo 02, Sri Lanka  **Email:** ziyan@aitkenspence.lk  **M**: (+94)777 788 931 | **T**: (+94)112 308 308 | **Ext** 6058| **F**: (+94) 112 422 381 | | | | | | |