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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. 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** |
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| **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** |
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| **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** |
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| Please e-mail the completed form toAitken 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 |