Reservation Form (by Feb. 12, 2023)

**\* Please complete and return this form to us by email.**

1. **PARTICIPANT INFORMATION**

|  |  |
| --- | --- |
| Title : Mr. / Ms. |  |
| Given Name : | Family Name: |
| Address : |  |
| States & Postal Code : | Country : |
| Phone : | E-mail : |

**\*\* This special room rate is ONLY available for the registrants during conference dates. For staying before or after the conference dates, the rate may vary. Please ask for more information \*\*\***

**\*\* Check-in time is 3pm and Check-out is 11am. At the time of check-in, the payment must be made at the front desk where receipt can be obtained.**

1. **HOTEL RESERVATION**

|  |  |
| --- | --- |
| **Arrival (Check-in) :** | Flight Number(if known) : |
| **Departure(Check-out)** **:** | Arrival Time (if known) : |
| **Hotel Room Type** **: Check either twin or double**  Twin Double |  |
| **No. of Guest** **:** | |
| Room Rate (w/o breakfast): **90,000KRW(Hotel)** per 1night at the event hotel.  It may vary. EXTRA CHARGE for extra towels & bedsheets, etc. may occur. **No-show will be charged.** | |

**3. REMARK**

**- You will be charged when you CHECK IN or CHECK OUT.**

- **If you want the late check-in, please notify the hotel in advance to avoid any inconvenience.**

- **If you wish to cancel, please notify 1week in advance to avoid any penalties (1-night full charge).**

**- 1-night room rate will be charged to your credit card if you cancel on the arrival date or No-show**.

**- Please make sure your room reservation shall be made before deadline. After deadline, original rates will be applied to all room reservations.**

**- Reservation is subject to early closure before the Cut-Off date due to limited quantity.**

**- Covid-19 regulation shall be followed.**

**4. Inquiry**

**- For any inquiries or concerns regarding above, please contact at the BCI2023 Secretariat.**