

**HOTEL RESERVATION FORM**  
**RoboSoft 2019**

|                     |   |  |  |
|---------------------|---|--|--|
|                     | <b>Novotel Ambassador Gangnam (★★★★)</b>  |  |  |
| Fax or<br>Email to: | <b>Reservation Office</b><br>Tel: +82-2-531-6520                      Fax: +82-2-564-4573<br>E-mail: novogres@ambatel.com |  |  |

Please confirm the following room reservation:

|  |     |     |  |             |
|--|-----|-----|--|-------------|
| Ms.  | Mr. | Dr. | Last Name :  | Fist Name : |
| Company :  |     |     |  |             |
| Address :  |     |     |  |             |
| Zip Code :   |     |     | Country :  |             |
| Tel :  |     |     | Fax :  |             |
| E-mail :   |     |     |  |             |
| Arrival Date   |     |     | Departure Date   |             |
| Flight Number (if known)                               |     |     | Arrival Time (if known)  |             |
| Room Rate<br>(Discounted Rate)<br>(Per night Per room) |     |     | <input type="checkbox"/> Standard Double KRW 160,000 + (Room Only)<br><input type="checkbox"/> Standard Double: KRW 185,000 + (Included 1 pax Breakfast)<br><input type="checkbox"/> Additional Breakfast: KRW 25,000+ per person / Number of person (    )<br><input type="checkbox"/> Superior Double: KRW 215,000+ (Included 1 pax Breakfast)<br><input type="checkbox"/> Executive Double: KRW 245,000+ (Included 1 pax Breakfast & Executive Lounge)<br><input type="checkbox"/> Additional guest for Executive Room: KRW 45,000+ |             |

\* Above rates are inclusive 10% service charges.

\* Above rates are subject to 10% Tax.

\* Privileges: Free internet access in guest rooms and in the hotel site.

Complimentary use of the Fitness Centre, swimming pool.

Free access to Sauna for Superior & Executive Room guests.

Free access to Premier Executive Lounge & Happy hour for Executive Room guests.

\* Guest rooms at discounted rates have been reserved for conference participants. Please make sure your room reservation shall be made by **March 15, 2019.** After the date, published rates will be applied to all room reservations.

**Please let us know if you have any special request:**

**Booking Guaranteed**

|             |  |                |               |
|-------------|--|----------------|---------------|
| Card Type : |  | Name on Card : |               |
| Card No. :  |  |                |               |
| Signature : |  | Exp. Date :    | (   /   /   ) |

No-shows will be subject to charge for **ONE night** of room rate. Cancellation or Adjustment must be made **ONE week** prior to check-in date, otherwise hotel may charge **ONE night** of cancellation Penalty.

**A booking confirmation will be send to you.**

**Check in/ Check out Policy**

\* Check-in Time: 3pm

Early Check-in: Before 9am: 100% extra charge

Before 3pm: 50% extra charge

\* Check-out Time: 12pm

Late Check-out: Before 6pm: 50% extra charge

After 6pm: 100% extra charge

**Transportation information**

**Incheon International Airport :**

Korean Air Limousine (KAL bus), runs every 30 minutes from Incheon Airport to the hotel (both ways).

Operational hours are from 5.15am to 10.20pm every day. It takes approximately 70-90 minutes.

Novotel Seoul Ambassador Gangnam is on the Gangnam Line 3A – #6703

(located at arrival gates: 4B & 11A).

Tickets are available at KAL counter for 16,000 KRW.

This bus will drop you off at our hotel lobby.

**Private Pick up Service:** 130,000 KRW including 21% tax and service charge with luxury vehicle per car per way from Incheon Airport to Novotel Seoul Ambassador Gangnam. If you cannot meet our driver at the airport or have some inquires about the pickup service, please contact our hotel concierge desk, +82-2-531-6507.

**Private Pick up Service Booking Request**

|                       |  |                       |  |
|-----------------------|--|-----------------------|--|
| <b>Arrival date :</b> |  | <b>Arrival time :</b> |  |
| <b>Flight No. :</b>   |  |                       |  |
| <b>Airport :</b>      |  | <b>No. of Person</b>  |  |

**A booking confirmation will be send to you.**