



11th SEAPAVAA CONFERENCE & GENERAL ASSEMBLY

Establishing Memory: Building an AV Archive for our Great Grandchildren

Sunway Hotel - Phnom Penh, Cambodia

August 20-25, 2007

HOTEL RESERVATION FORM

Deadline for Registration is on JUNE 30, 2007

**THE COMPLETED RESERVATION FORM MUST BE FAXED,
E-MAILED OR POSTED TO:**

SUNWAY HOTEL – PHNOM PENH

Mr. Sok Piseth

Assistant Director of Sales

P.O.BOX 633 Phnom Penh 12202

Kingdom of Cambodia

Fax: +855 23 430 339

E-mail: piseth@sunway.com.kh

AND COPY FURNISHED TO THE:

SEAPAVAA SECRETARIAT

c/o MIS Division, Philippine Information Agency

PIA Bldg., Visayas Avenue, Quezon City 1101

PHILIPPINES

Telefax No: +63 2 920 4395

Email: seapavaa@yahoo.com

Please complete the following in BLOCK letters. ☐ Please tick where appropriate.

RESERVATION FOR:

☐ Dr. ☐ Mr. ☐ Mrs. ☐ Ms.

Last Name: _____ First name: _____

Designation/Profession: _____

Organization/Institution: _____

Address: _____

Zip: _____ City: _____ Country: _____

Phone: _____ Fax Number/s: _____

E-mail: _____

ACCOMMODATION

Reservations are on a first come, first served basis. The Sunway Hotel's function room is where the symposium and general assembly will take place and is also the coordinated accommodation.

Room Rates:

Room / Suite Category	Single Room	Double Room
<input type="checkbox"/> Deluxe Room*	<input type="checkbox"/> \$56/night	<input type="checkbox"/> \$61/night
<input type="checkbox"/> Deluxe Room w/ Balcony	<input type="checkbox"/> \$71/night	<input type="checkbox"/> \$76/night
<input type="checkbox"/> Executive Suite	<input type="checkbox"/> \$141/night	<input type="checkbox"/> \$161/night
<input type="checkbox"/> Presidential Suite	<input type="checkbox"/> \$520/night	<input type="checkbox"/> \$520/night
* Rates are inclusive of prevailing taxes, International breakfast, complimentary room amenities, complimentary usage of hotel gym, sauna, steam bath and Jacuzzi and Airport pick-up and transfer (two ways).		

ADDITIONAL OPTION*

If in case you would be chosen as one of the first 45 registrants to join the *Trip to Siem Reap*, will you be coming back to Phnom Penh?

- ☐ Yes, I will be going back to Phnom Penh.
- ☐ No, I will be staying at /flying from Siem Reap.

Will you be booking another room at Sunway Hotel – Phnom Penh?

- ☐ Yes, I will be booking a room for ____ days/nights stay.

Room Type: _____

- ☐ No

* Booking for the Angkor Paradise Hotel shall be subsequently announced for registrants who will be joining the *Trip to Siem Reap* excursion.

** Accommodation offer at the **Angkor Paradise Hotel** is at \$45/night for single and twin rooms, inclusive of taxes and complimentary breakfast.

FLIGHT DETAILS

	Flight No.	Date	Time
Arrival			
Departure			

ROOM SHARING

If sharing a room, please indicate the name of the person you are sharing it with:

If sharing a room but no accompanying person, the Secretariat shall coordinate with other delegates who may also want to share a room. However, we cannot guarantee that everyone will be granted a room mate. Should this be the case, the participant will have to pay corresponding rate for a single room.

MODE OF PAYMENT: Guest's Personal Account

To guarantee your reservation, please provide the hotel of your credit card details. The hotel will bill you upon your checkout.

☐ By credit card*

Credit card number																	
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Credit Card type: _____

Expiry date: _____

Signature: _____

Date: _____

☐ Cash* **Please be advised that a cash deposit payment equivalent to the room charges for the entire length of stay is required upon check-in.**

* For cancellation of your confirmed reservation, please call, fax or email the Sunway Hotel's **Reservation Office** at Tel: 588 23 430 333, Fax: 855 23 430 339 or Email: piseth@sunway.com.kh, 72-hours prior to arrival. Otherwise, a cancellation charge of one night's room charge and tax shall be levied.

DEADLINE OF REGISTRATION

Deadline for submission of registration and hotel reservation forms is on **30th JUNE, 2007**. Forms received after the deadline will be charged an additional **10%** of the conference registration fees.