



**swissôtel** **LE CONCORDE**  
BANGKOK

**Family Name** \_\_\_\_\_ **First Name** \_\_\_\_\_

**Organization** \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Facsimile \_\_\_\_\_ Email \_\_\_\_\_

Arrival Date \_\_\_\_\_ Flight No. \_\_\_\_\_ Arrival Time \_\_\_\_\_

Departure Date \_\_\_\_\_ Flight No. \_\_\_\_\_ Departure Time \_\_\_\_\_

Special Request \_\_\_\_\_

**Airport Transfer:**

**\* Suvarnabhumi Airport - Hotel**

- Toyota Camry (max. 3 person) Bt. **1400.-net/car/way**
- Toyota Camry (max. 3 person) **as per benefits**

**\* Hotel - Suvarnabhumi Airport**

- Toyota Camry (max. 3 person) Bt. **1400.-net/car/way**
- Toyota Camry (max. 3 person) **as per benefits**

**MEET and GREET" ( For Arrival at Suvarnabhumi Airport )**

Please use the exit " B " after retrieving your baggage from Luggage Belt 07 - 16  
Please use the exit " C " after retrieving your baggage from Luggage Belt 17 - 23

Our Hotel Staff will display the placard "**Swissotel Le Concorde**" at **Gate 5**, not showing Guest name in accordance to Airport regulation for Security reasons.

In the event that you are unable to locate our staff, please contact **Thai Hotel Association (THA) Desk** or you may call to the Hotel at Tel. 02-6942222 Ext. 1110 for Concierge Service.

**No-show:** In the event of a No-Show, a 50% of the Limousine charge will be applied accordingly

All bookings are required to be guaranteed by a major credit card or a deposit for the first night is kindly required to be paid to the hotel prior to the major arrival date.

Card Company \_\_\_\_\_ Card No. \_\_\_\_\_

Expire Date \_\_\_\_\_ Name of Cardholder \_\_\_\_\_

Date \_\_\_\_\_ Signature of Cardholder \_\_\_\_\_

Delegates may cancel their reservation by notifying the hotel **72 hours** before the scheduled arrival date. In the event that cancellation is not notified to the hotel as set forth herein, the hotel will charge the equivalent of charges for one night's accommodation from their credit card or prepaid deposit. All reservations may be considered guaranteed and confirmation will be faxed to you.

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**CONFIRMATION OF BOOKING BY THE HOTEL.**

Confirmed by \_\_\_\_\_ Signature \_\_\_\_\_

Booking No. \_\_\_\_\_ Date \_\_\_\_\_