

**Milbank (Harvard Law School)**

*Please complete this form and kindly return to us via mail. All reservations must be reserved by 19th May, 2017.*

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| **RESERVATION DETAILS** | | | | | | | | | | | | | | | | | | |  |
| Check-in Date: | |  | | | | | | | Arrival Flight: | | | |  | | | ETA: | |  |  |
| Check-out Date: | |  | | | | | | | Departure Flight: | | | |  | | | ETD: | |  |  |
| Last Name: | |  | | | | | | | First Name: | | | |  | | | | | |  |
| Gender(Mr or Ms): | |  | | | | | | | Company Name: | | | |  | | | | | |  |
| Title: | |  | | | | | | | Phone: | | | |  | | | | | |  |
| E-mail: | |  | | | | | | | Country: | | | |  | | | | | |  |
| Nationality: City: | | | | | | | | | | | | | | | | | | | |
| **Room Type** | | | | |  | | | **Special Rate** | | | | **Remark** | | | | | | | |
|  | 🞎 Deluxe King | | | | | KRW 320,000+ | | | | | | Internet access | | | | | | | |
|  | 🞎 Premier King or Twin | | | | | KRW 345,000+ | | | | | | Internet access | | | | | | | |
|  | 🞎 Club King | | | | | KRW 420,000 | | | | | | Internet access  Executive lounge benefit for 1pax | | | | | | | |
| * The above rates are subject to 10% VAT. * All rates quoted are net and on a per room per night basis. * Preferences indicated are not on guaranteed basis but subject to availability. | | | | | | | | | | | | | | | | | | |  |
| **TRANSPORTATION** | | |  | | | | | | | | | | | | | | | |  |
| Airport Limousine : Incheon Int’l Airport to the Hotel : KRW 150,000 per way-Equus 🞎 Arrival 🞎 Departure  Gimpo Int’l Airport to the Hotel : KRW 110,000 per way – Equus 🞎 Arrival 🞎 Departure | | | | | | | | | | | | | | | | | | |  |
| **RESERVATION GUARANTEE** | | | | | | | | | | | | | | | | | | |
| A credit card guarantee is required at the point of reservation. | | | | | | | | | | | | | | | | | | |  |
| Guaranteed by: | | | | 🞎 AMEX | | | 🞎 Diners | | | 🞎 JCB | | | | 🞎 Master card | | | 🞎 Visa | |  |
| Cardholder’s Name: | | | |  | | | | | | | Signature: | | | |  | | | |  |
| Credit Card Number: | | | |  | | | | | | | Expiry Date: | | | |  | | | |  |
| CANCELLATION POLICYPlease note a “no show” will be automatically charged to guest’s credit card, should the guest fail to arrive on the confirmed arrival date without notice. All cancellations must be made by 6:00pm Seoul time at least 24hours prior to expected arrival date. If cancellation of a guaranteed reservation is not received by the required date, the Hotel will charge for one night’s accommodation plus taxes and fees.TERMS AND CONDITIONS | | | | | | | | | | | | | | | | | | |  |
| * Check-in time is after 15:00hrs. Check-out time is before 12:00hrs. For any guests who would like immediate guaranteed access to their rooms prior to 15:00hrs check-in time, this will be subject to availability * By providing above mentioned credit card details, cardholder agrees to the reservation guarantee policy.   **HOTEL RESERVATION CONTACT**  Name : Helen Jung (Sales Manager) T: +82 2 6388 5400 E mail: [helen.jung@fourseasons.com](mailto:helen.jung@fourseasons.com) CC: [hannah.lee@fourseasons.com](mailto:hannah.lee@fourseasons.com)  Hotel Address: 97 Saemunan-ro, Jongno-gu, Seoul, 03183, South Korea | | | | | | | | | | | | | | | | | | |  |