

Please Return FAX to : 81-75-223-1702 or E-mail to : yoyaku@kyoto-royal.co.jp

Hotel Reservation Form

Hotel information

Name of the hotel : KYOTO ROYAL HOTEL & SPA
Address : Sanjo-Agaru Kawaramachi, Nakagyo-ku, Kyoto 604-8005, JAPAN
Website URL : <http://www.ishinhotels.com>

Room Rate Information

Single Room : ¥ 9,000 (per night / service charge & tax included/ breakfast** not included)
Twin Room* Occupied by Two Persons: ¥ 17,000 (per night / service charge & tax included/ breakfast** not included)
Twin Room* Occupied by One Person (Single Use): ¥ 15,000 (per night / service charge & tax included/ breakfast** not included)

* Equipped with two beds

** Can be served by additional payment of ¥1,500 (discount rate)

1) Name of Your Affiliation : _____

2) Your Name : Last Name _____ First Name _____

3) Type of Room with or without Breakfast (Please indicate the number of room needed in the parenthesis.) :

Single Room (Room only) ()	Single Room (Room & Breakfast) ()
Twin Room (Room only) ()	Twin Room (Room & Breakfast) ()
Twin Room (Single Use) (Room only) ()	Twin Room (Single Use) (Room & Breakfast) ()

4) Date of Check-In & Check Out :
Check-In _____ / _____ Check-Out _____ / _____ (Nights)

5) Address (Home or Office)* * Either is fine; please indicate which.

6) Tel (Office or Mobile) _____ 7) Fax (Office) _____

8) E-mail address _____

9) Nationality _____ 10) Sex : () Male () Female (Check one.)

11) Name of the guest(s) sharing your room or staying in a different room(s) if any (If needed, add a line(s) C, D, ...)

A (First Name _____ Last Name _____) <Breakfast : () Yes or () No

B (First Name _____ Last Name _____) <Breakfast : () Yes or () No

12) Credit Card Information (Needed for reservation; your information is protected.)

A Card Type: () VISA () Master Card () American Express

B Card Number : _____

C Name on Card : _____

D Exp. Date (Month _____ / Year _____)

13) Signature / Date Signature _____ / Date _____

Hotel Confirmation Signature _____ / Date _____

The filled form received by the hotel will be checked, confirmed, signed, and returned to you.

To assure your confirmation, please be sure to fax the filled form or send the scanned form by e-mail or call the hotel well in advance. (TEL: 81-75-223-8489)

Also, please note that you may be charged a fee in case of cancellation.

Cancellation Policy :

100% charge for "no show", 80% charge for "accommodation day", 20% charge for "1 Day prior to accommodation day"