




13th- 15th September 2009
New China International Exhibition Centre
Beijing

OFFICIAL ROUTES HOTELS WITH FREE SHUTTLE SERVICE TO THE VENUE

All delegates requiring a visa for Beijing will need to submit a copy of their hotel confirmation and flight ticket at the time of application. Failure to do so may result in your application been refused by the Chinese Consulate.


<p>Crowne Plaza, Beijing *****</p>	<p>Room Facilities:</p>	<p>All guest rooms at this Beijing hotel provide the latest in modern amenities, such as cable TV, in-room safe, minibar, refrigerator, crib and hairdryer.</p>
	<p>Hotel Facilities:</p>	<p>Air-conditioned public areas, ATM / cash machine, Babysitting, Beauty salon, Concierge services, Dry-cleaning, Ironing, Laundry, Florist, Foreign currency exchange, Gift shop, Hair salon, Porter / bellman, Room Service, Valet parking</p>
	<p>Location:</p>	<p>10 minutes by taxi to the event venue and 30 minutes by taxi to the airport</p>
	<p>Rates:</p>	<p>Superior Single: RMB1222.00 / USD182.00 Including Breakfast Rates are subject to 15% Tax</p>

Fully Booked

<p>The Ritz Carlton, Beijing *****</p>	<p>Room Facilities:</p>	<p>Guest rooms are among the largest in Beijing at approximately 48sqm, tastefully furnished, decorated and offering the latest technology and amenities.</p>
	<p>Hotel Facilities:</p>	<p>Spa on the top floor, featuring treatment rooms outfitted with balconies, a menu featuring massage treatments and rejuvenating therapies and a fitness club with an indoor heated lap pool.</p>
	<p>Location:</p>	<p>Located in the City Centre, up to 45 minutes by taxi to the Event venue</p>
	<p>Rates:</p>	<p>Deluxe Single: RMB1034.00 / USD154.00 Deluxe Club Single: RMB1534.00 / USD228.00 Rates are subject to 15% tax Breakfast at RMB100.00 + Tax per day payable locally</p>




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	Grand Hyatt*****	Room Facilities:	Air Conditioning, Tea & Coffee Making Facilities, Hair Dryer, 24 Hour Room Service, Electronic Safe, Telephone, TV, Internet Access.
	Hotel Facilities:	4 Restaurants, Patisserie, Fitness Centre & Spa, 24 Hour Concierge, Business Centre, Shops, 24 Hour Laundry, Dry Cleaning.	
	Location:	Located in the City Centre, up to 45 minutes by taxi to the Event venue	
	Rates:	Grand Single: RMB1234.00 / USD183.00 Grand Deluxe Single: RMB1634.00 / USD242.00 Club Single: RMB1554.00 / USD231.00 Club Deluxe Single: RMB1854.00 / USD275.00 Grand Suite: RMB2154.00 / USD320.00 Including Breakfast Rates are subject to 15% tax	

	Westin Hotel Chaoyang *****	Room Facilities:	Wired/Wireless High Speed Internet, Refreshment Center, Telephone, Coffee & Tea Maker, Sony Alarm Clock, Voicemail, Interactive Flat-Screen Television with Media Connectivity, IP Phone, 24-Hour Room Service
	Hotel Facilities:	24-Hour Westin WORKOUT, Spa, Indoor Heated Pool, Sauna, Steam Room & Whirlpool, 8 Restaurants, Bars & Lounges	
	Location:	Located in the City Centre, up to 45 minutes by taxi to the Event venue	
	Rates:	Deluxe Single: RMB1134.00 / USD168.00 Including Breakfast Rates are subject to 15% tax	




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<p>Hilton Beijing *****</p>	<p>Room Facilities:</p>	<p>Minibar, colour tv with satellite/cable, air-conditioning, business desk, in-room safe, voicemail, two line telephone</p>
	<p>Hotel Facilities:</p>	<p>24 check-in/check-out, express check-in and out, hotel concierge, 24 hour room service, laundry, dry cleaning and ironing service, butler and valet service</p>
	<p>Location:</p>	<p>Located in the Business District, up to 45 minutes by taxi to the event venue</p>
	<p>Rates:</p>	<p>Deluxe Single: RMB984.00 / USD146.00 Including Breakfast Rates are subject to 15% tax</p>

<p>Kempinski Hotel Beijing *****</p>	<p>Room Facilities:</p>	<p>Guest rooms overlook the Liangma River or Beijing's city skyline, and are complete with a range of amenities providing guests the ultimate experience in five-star living.</p>
	<p>Hotel Facilities:</p>	<p>Two Health & Fitness Centers, Heated Roof-Top Pool Beauty Salon, Shopping Mall</p>
	<p>Location:</p>	<p>Located in the Business District, up to 45 minutes by taxi to the event venue</p>
	<p>Rates:</p>	<p>Superior Single: RMB1034.00 / USD153.00 Including Breakfast Rates are subject to 15% tax</p>



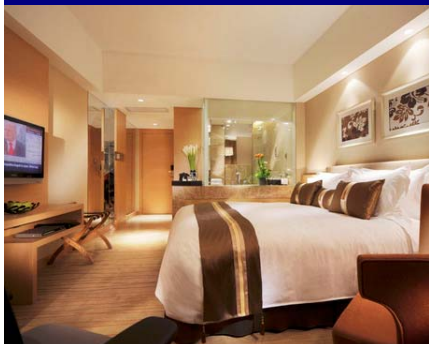
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<p>JW Marriott *****</p>	<p>Room Facilities:</p>	<p>Rooms and suites offer luxurious bedding, 42" flat-screen TV, high-speed Internet, laptop-size safe, mini-bar and rainforest shower.</p>
	<p>Hotel Facilities:</p>	<p>Three exquisite restaurants and two lounges, indoor swimming pool and steam room, QUAN Spa and 24-hour gym</p>
	<p>Location:</p>	<p>Located in the Business District, up to 45 minutes by taxi to the event venue</p>
	<p>Rates:</p>	<p>Deluxe Single: RMB1134.00 / USD168.00 Including Breakfast Rates are subject to 15% tax</p>

<p>Traders Upper East Hotel ****</p>	<p>Room Facilities:</p>	<p>Air Conditioning, Internet Access, Coffee/Tea Maker, Mini-bar, Hair Dryer, Telephone, TV.</p>
	<p>Hotel Facilities:</p>	<p>2 Restuarants, 2 Lounge Bars, Health & Leisure Facilities, Indoor Heated Pool, 24 Hour Room Service, Laundry & Valet Service, Safe Deposit Boxes, Beauty Salon, Gift Shop, Concierge.</p>
	<p>Location:</p>	<p>Located in the Business District, up to 45 minutes by taxi to the event venue</p>
	<p>Rates:</p>	<p>Superior Single: RMB784.00 / USD116.00 Including Breakfast Rates are subject to 15% tax</p>



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<p>New World Hotel ****</p>	<p>Room Facilities:</p>	<p>Electronic safe, Well-lit writing desk and chair, Wi-fi internet access, LCD satellite TV and remote control, Fully stocked mini-bar, In room coffee & tea service, Dual-line phones and bilingual voice mail, Bathrobe and slippers, Individual controlled air-conditioning system</p>
	<p>Hotel Facilities:</p>	<p>Lobby Lounge, Coffee Shop, Swimming Pool, Executive Lounge</p>
<p>Location:</p>	<p>Located in the Business District, up to 45 minutes by taxi to the event venue</p>	
<p>Rates:</p>	<p>Standard Single: RMB969.00 / USD144.00 Including Breakfast Rates are subject to 15% tax</p>	

<p>Sino Swiss Hotel ***</p>	<p>Room Facilities:</p>	<p>Air Conditioning, Coffee/Tea Maker, Mini-bar, Hair Dryer, In-room Safe, Internet Access, Telephone, TV.</p>
	<p>Hotel Facilities:</p>	<p>2 Restaurants, Bar, Gym, Indoor & Outdoor Pool, Beauty Salon, Concierge.</p>
<p>Location:</p>	<p>Located near Beijing Airport, approx 20 minutes by taxi to the event venue</p>	
<p>Rates:</p>	<p>Standard Single: RMB914.00 / USD136.00 Including Breakfast Rates are subject to 15% tax</p>	



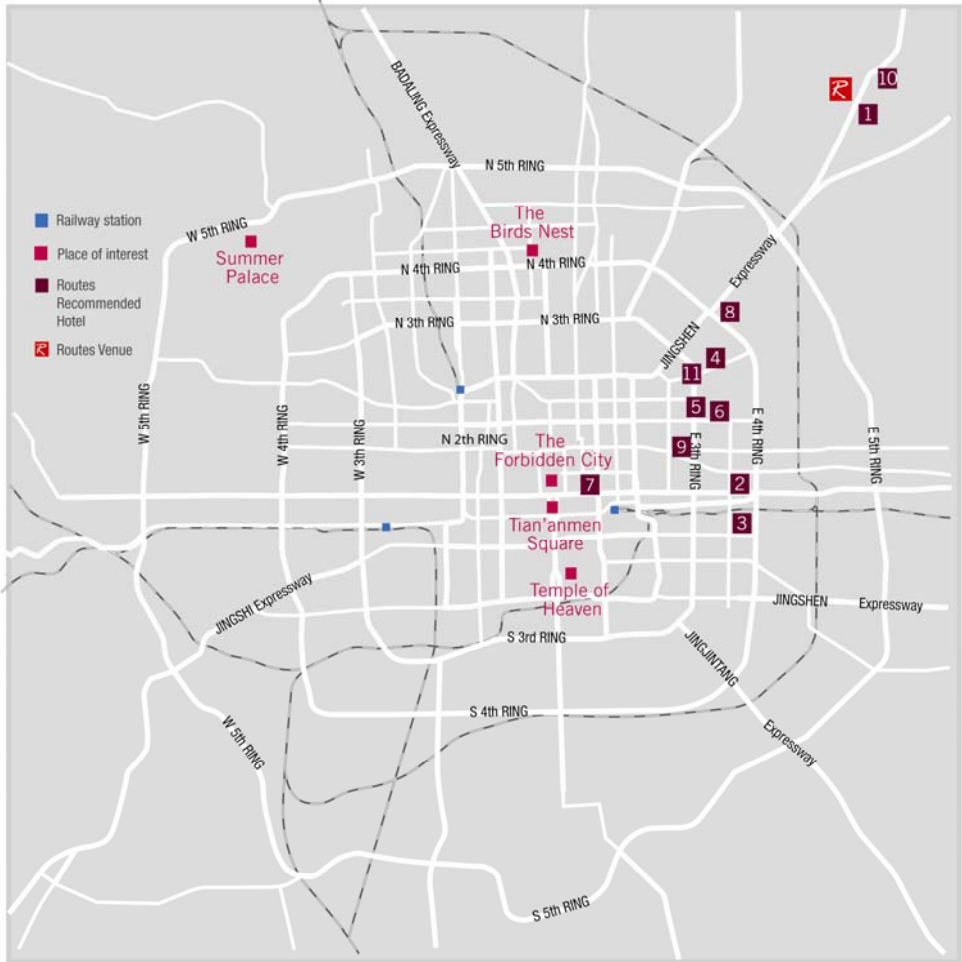
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<p>Best Western Grandsky Hotel ****</p>	<p>Room Facilities:</p>	<p>Central air conditioner, IDD and DDD, safe, mini-bar and refrigerator, satellite television as well as broadband Internet service.</p>
	<p>Hotel Facilities:</p>	<p>Restaurant, Coffee Shop, Cocktail Lounge, 24 hour reception.</p>
	<p>Location:</p>	<p>Located near Beijing Airport, approx 10 minutes by taxi to the event venue</p>
	<p>Rates:</p>	<p>Standard Single: RMB554.00 / USD82.00 Including Breakfast Rates are subject to 15% tax</p>

We are aware that you may have a preferred hotel that may not be listed. Should this be the case, please contact us and we will endeavour to offer you the best possible rate.



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- 1 Crowne Plaza
- 2 The Ritz Carlton
- 3 JW Marriott
- 4 Hilton
- 5 Kempinski
- 6 Kunlun
- 7 Grand Hyatt
- 8 Traders Upper East
- 9 Jing Guang New World Hotel
- 10 Best Western Grand Sky Hotel
- 11 Westin



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HOTEL BOOKING FORM

Please email or fax this form for the attention of Ms. Helen Le Fleming or Mr. Randy Wright on Fax No. +44 (0) 207 633 9427 or email: hf@eventsinfocus.net or rwright@eventsinfocus.net

Surname (block capitals)	First Name(s)	Title (Mr/Mrs)	Nationality as on Passport
1			
2			
3			
4			

REQUIREMENTS

Hotel Name:.....Room Type:.....No. of Rooms:.....
 Arrival Date:.....Departure Date:.....No. of Nights.....
 Please note that standard check-in time for hotels is approx 14:00hrs. If your flight arrives early morning & you wish to have immediate access to your room please book from the night before. Standard check-out time is 12noon. If your flight departs late p.m. and you wish to have use of your room, please book for an additional night.

WE HEREBY AGREE TO THE ABOVE BOOKING CONDITIONS:-

Company Name:
 Address:
 Contact Name: Signature: Date:
 Email:
 Telephone: Fax:

PLEASE INDICATE PAYMENT PREFERENCE:-

(This section must be completed in order to validate your booking request).

- 1) We will be paying by company cheque: (for UK based companies only)
- 2) We will be paying by bank transfer: (Our bank details will be sent out along with your invoice)
- 3) We will be paying by credit card: (Please complete your card details below – 2.5% c/c fee applies)

Credit Card No: (Sorry we can not accept AMEX)
 Valid From: Valid To:
 CVV Number (3 digit security code): Issue no. (Switch / Maestro only)
 Name of Cardholder:



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BOOKING CONDITIONS

RESERVATIONS

For reservations please complete the attached booking form and return to us as soon as you know your requirements. **Please note that reservations cannot be held without payment details so please ensure you complete the relevant section on the booking form.** Hotel reservations will be held on option and will only be guaranteed upon payment of a deposit invoice of 50% for each room held. The balance is payable 1 month prior to arrival. For bookings made less than 1 month prior to arrival, immediate full prepayment is required for each room held. **Events in Focus** reserve the right to cancel any reservations due to non payment of said invoice.

PAYMENT

All services must be pre-paid to Events in Focus at the UK Pound Sterling rate indicated in the brochure. Any other foreign exchange rates listed are for indication purposes only. An invoice will be produced for your travel and/or accommodation and payment must be made prior to the event. A fee of 2.5% will be charged for all credit card payments. Confirmation of payment will be forwarded to you along with hotel vouchers prior to departure. On check out from the hotel please pay only for incidentals.

CHANGES/CANCELLATIONS

Once your reservations have been confirmed it is imperative that Events in Focus are advised in writing of any changes or cancellations that you may have. We will in turn advise the hotel of these changes.

Please note that once arrangements have been confirmed and paid for, cancellation charges will apply to all hotel bookings. Cancellation charges will be stipulated upon confirmation.

Please note that these charges have been set by the hotels due to this being a very busy period.

VISAS

All people entering into China will require a visitors visa. If you are a UK resident please contact **Events in Focus** on **0207 902 7760** and we can apply for your visa on your behalf. Please ensure that your passport is valid for at least 6 months from date of departure

For people residing in other countries, please contact your local Embassies to arrange these.

If you have any queries on any of the above mentioned points then please feel free to contact us.