

HOTEL RESERVATION FORM 03rd – 05th September 2025

HOTEL NAME:	NOVOTEL BANGKOK BANGNA	EVENT NAME	Thailand LAB INTERNATIONAL 2025
ADDRESS:	333 Srinakarin Road, Nongbon, Pravet, Bangkok 10250 Thailand	EVENT DURATION:	3 rd - 5 th September 2025
TEL.:	+ 66 (0) 2-366-0505	VENUE:	Bitec, Bangkok Thailand
FAX:	+ 66 (0) 2-366-0501		
EMAIL:	reservations@novotelbangkokbangna.com sl5@novotelbangkokbangna.com Salesco@novotelbangkokbangna.com		

Guest name (Ms./ Mrs./ Mr.): _____ **Share name (if any):** _____

(Single/ Twin/ Double/ Triple occupancy)

Passport ID: _____

Check in date: _____ **Flight no.: Time:** _____

Check out date: _____ **Flight no.: Time:** _____

Total night stay:

Payment method (Full Prepayment is requiring upon reservation time): THB

(Credit card: Visa, Master card, Banking transfer)

Cardholder Information- Required for pre-payment and non-refundable

Name as it appears on the credit card: _____

Card Type: ☐ Visa ☐ American Express ☐ MC ☐ JCB

Account Type: ☐ Individual (Personal Credit Card) ☐ Corporate I Company Name: _____

Issuing Bank: _____

Credit Card Number: _____

Exp Date: _____

I certify that I am the authorized signer of the credit card listed above.

Cardholder Name (Printed): _____

Cardholder Signature: Date: _____

Room type: *Please select your room type preference

Room type	Room size	Currency	Single Room	Double /Twin Room	Selected
Superior Room	32 sq.m.	THB	2,500. -net	2,500. -net	
Executive Room	32 sq.m.	THB	3,300. -net	3,300. -net	
Extra Bed		THB	1,000. -net	1,000. -net	

Additional charge (if any): Extra breakfast is chargeable at THB 450.-per person per day

REMARK:

- The above rates are inclusive of 10% service charge and currently government tax and are subject to change without prior notice.
- Your corporate room rate is inclusive of breakfast at The Square Restaurant.
- Credit card numbers are required at the time of booking in order to guarantee the reservation.
- Room reservation will be automatically released at 18:00 hrs. on date of arrival unless the reservation is guaranteed either by a valid credit card number or a company letter.

PRIVILEGES PROVIDED IN GUEST ROOMS

- Welcome drink and Welcome amenities upon arrival (Applicable for Executive Suite room only)
- Complimentary coffee/tea making facilities
- Complimentary Wi-Fi high speed internet
- Bathrobes and hair dryer
- In-room safety deposit box
- LCD TV with variety of local and international TV channels
- Complimentary use of Fitness center (gym and outdoor swimming pool)

CHECK-IN/CHECK-OUT TIME

The hotel's official check-in time is 14:00 hrs. and check-out time is 12:00 hrs. (noon). Requests for early check-in and late check-out should be made at the time of the reservation. Both are subject to space availability. Room uses from 12:01 hrs. to 18:00 hrs. on the day of departure will be charged at 50% of corporate contract rate.

NOVOTEL

BANGKOK BANGNA



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AIRPORT TRANSFER (If any)

- Arrival flight details: _____ Departure flight details: _____
- Arrival time: _____ Departure time: _____
- Airport: _____ Type of car: _____

1. Transfer service between Suvarnabhumi Bangkok International Airport and the hotel can be arranged with the following rates:

Toyota Camry (maximum 3 adults)	THB 1,200 net per car per way
Van (maximum 7 adults)	THB 1,650 net per car per way

2. Transfer service between Don-Muang Bangkok International Airport and the hotel can be arranged with the following rates:

Toyota Camry (maximum 3 adults)	THB 1,750 net per car per way
Van (maximum 7 adults)	THB 2,150 net per car per way

Transfer rates are inclusive of 10% service charge and applicable currently government tax and are subject to change without prior notice.

PAYMENT, TERM, CONDITIONS AND CANCELLATION POLICY

- The above rates & conditions are valid for event “**Thailand LAB INTERNATIONAL 2025**” only, all are non-disclosed to the third party.
- Full pre-payment upon reservation by credit card, or banking transfer to guaranteed for a daily booking, including there is no penalty if cancellation/ amendment is made through the Hotel's Reservations Department by phone, or email at least 7 days (local time) in advance. Otherwise, the full amount will be applied as a penalty charge.
- The confirmation letter will be shared with you when the payment has been charged as well as the completion of the details of the guests above required are received.
- The Hotel is pleased to offer above-mentioned guestroom rates for three (3) days prior and three (3) days after the main group staying date for the given room category, based on availability upon request.
- The Hotel reserves the right to allocate either a king or twin-bedded room (subjected to availability).
- Kindly note that Novotel Bangkok Bangna is a Non-Smoking Hotel.

We look forward to serving you at Novotel Bangkok Bangna.