



<https://www.shangri-la.com/en/taipei/fareasternplazashangrila/>

ROOM RESERVATION FORM Blk Code : ROT171025

☐ New Booking ☐ Amendment ☐ Cancellation ☐ Repeat Guest

PLEASE FAX OR EMAIL RESERVATION FORM DIRECTLY TO HOTEL TO BOOK A ROOM.

To :	Reservation	From: Booking Contact	_____
E-mail:	reservations.tpe@shangri-la.com	Email	_____
Tel :	886 2 7711 2080	Tel :	_____
Fax :	886 2 2378 8059	Fax :	_____

Guest's Information

☐ Mr. / ☐ Ms.	_____	_____	_____
	Last Name		Given Name
Title	_____	Company Name	_____
Golden Circle Membership Number	_____	Email	_____

Reservation Requirements

Room Type ☐ Superior Room(11 ping / 36sqm) NT\$6,400 +15.5% per night without breakfast
☐ Superior Room(11 ping / 36sqm) NT\$7,000 +15.5% per room with one buffet breakfast
☐ Superior Room(11 ping / 36sqm) NT\$7,600 +15.5% per night with two buffet breakfast

* The above rates are inclusive of

- Quoted in New Taiwan Dollar and are subject 10% service charge & 5% government tax
- Complimentary in-room wifi and one car parking

Check-in	_____	October	_____	_____	☐ Yes ☐ No
		Date	Flight Number	ETA	Taoyuan Airport Transfer one-way NT\$3,200net
Check-out	_____	October	_____	_____	☐ Yes ☐ No
		Date	Flight Number	ETD	Taoyuan Airport Transfer one-way NT\$3,200net

Guest's Preference (Upon Availability)

Preferred Bed ☐ King ☐ Twin ☐ No Preference ** Upon availability
Special Dietary _____

Credit Card Guaranteed

All reservations must be guaranteed with a valid credit card number, or are otherwise not accepted. Notice of cancellation or postponement must be received no later than 24 hours prior to arrival to avoid a cancellation penalty equivalent to room block period night's full room rate. No show will be charged by hotel equivalent to one night's room rate.

Credit Card _____
Credit Card Type / Number _____ Expiry Date _____
Card Holder's Name _____

Remarks:

Hotel Confirmation

Room Rate	Confirmation Number	Confirmed by	Date
_____	_____	_____	_____

- To enjoy the room block rate, please submit this form to hotel by **1st October 2025**
- Airport transfers is available upon request at NT\$3,000 per car per trip (Benz S-350, maximum 2 persons)
- No Show or Cancellation made within 4 hours on requested hotel's transportation arrangement will be subject to a **NT\$3,200net** cancellation fee.
- Check-in time is at 15:00 and check-out time is at 12:00 noon. Check-in required prior to 12:00pm will subject to additional one night room charge.
Additional room charge will be applied for late check-out. Please consult with Front Office Receptionist upon check-in on availability.
Room occupy until 16:00 will be charged at 50% of the room rate and full rate will be apply for late check-out beyond 18:00.
- Rooms are available on a first-come, first-served basis. Reservations are NOT confirmed until the hotel sends a confirmation number.
- In accordance to government regulations, smoking is not allowed throughout the hotel beginning Jan. 11, 2009.

8) Hotel Map : <https://goo.gl/maps/eM7dMGrTNa32>