



Part G:

Hotel Reservation

Hotel Location Map

Hotel Reservation Forms

HOTEL RESERVATION

BIBF offers six hotels reservation services for the exhibitors' convenience. The four hotels that are located downtown are Kempinski Hotel (Liangmaqiao, Five Stars), Radisson BLU Hotel (Four Stars), Hilton Beijing (Five Stars), and Swissotel Beijing (Five Stars), Crowne Plaza International Airport Beijing (Five Stars) and Hilton Beijing Capital Airport (Five Stars) are located very close to the China International Exhibition Center (New Venue).

For your convenience, we have special BIBF rates for hotel reservations from the following hotels. Please select your hotel from them and send the reservation form to the hotel before the deadline.



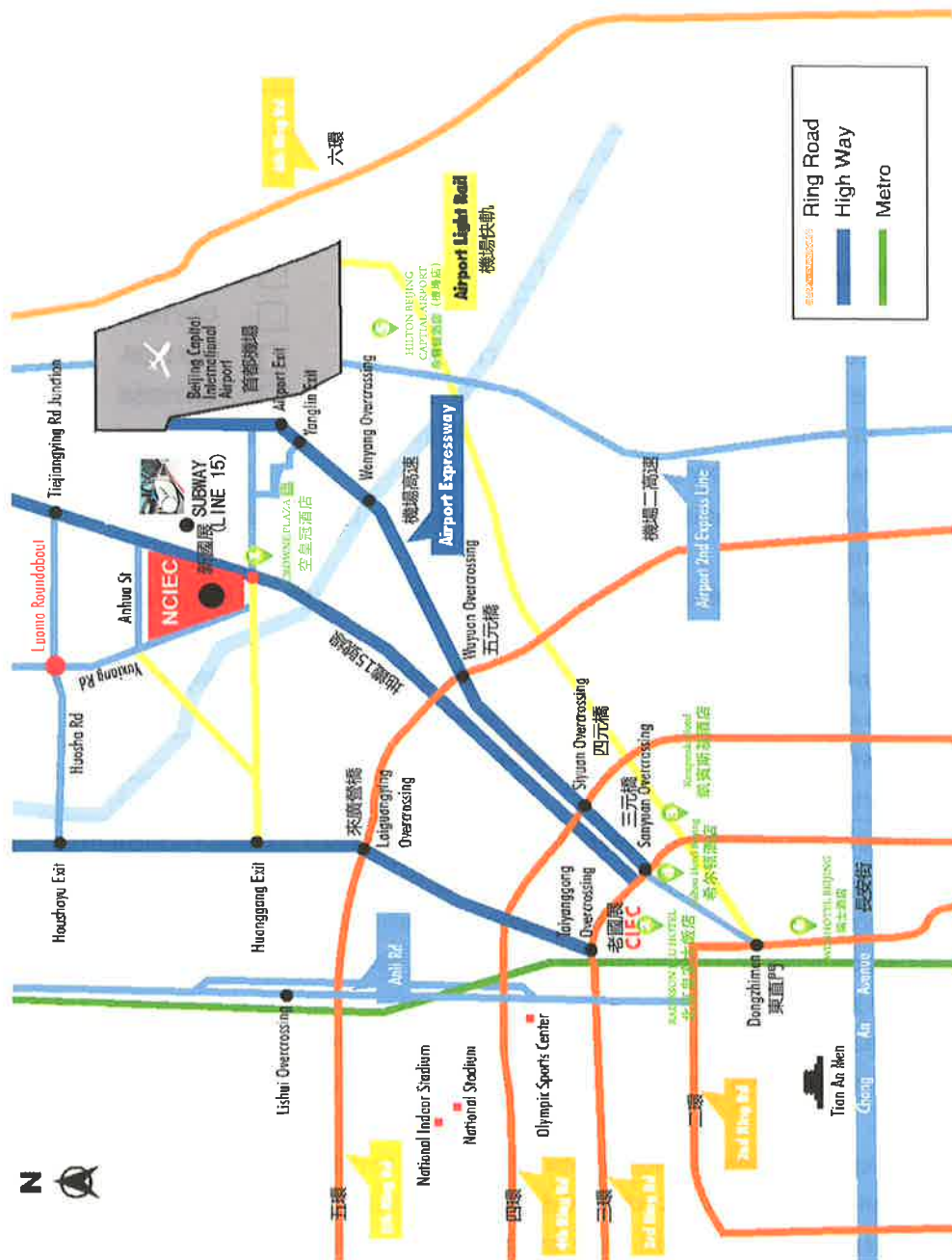
Hotels Recommended by BIBF Management Office

序号/No.	酒店/Hotel	星级/Star	地址/Address	距离/Distance to NCIEC
1	临空皇冠假日酒店 CROWNE PLAZA INTERNATIONAL AIRPORT BEIJING	五星 ★★★★★	北京市顺义区天竺地区府前一街60号 Capital Airport, #60, Fuqian 1 St., Tianzhu Shunyi District Beijing	步行即达 Walking distance
2	北京皇家大饭店 RADISSON BLU HOTEL	四星 ★★★★	北京市朝阳区北三环东路甲6号 6A East Road of North 3rd Ring, Chaoyang District Beijing	19公里 19KM
3	凯宾斯基大饭店 KEMPINSKI HOTEL	五星 ★★★★★	北京市朝阳区亮马桥路50号 No.50 Liangmaqiao Road, Chaoyang District, Beijing	19公里 19KM
4	希尔顿酒店 HILTON HOTEL BEIJING	五星 ★★★★★	北京市朝阳区东三环北路1号 1 North Road of East 3rd Ring, Chaoyang District, Beijing	19公里 19KM
5	希尔顿酒店 (机场店) HILTON BEIJING CAPITAL AIRPORT	五星 ★★★★★	北京市顺义区首都机场3号航站楼三环路 1号 Terminal 3, 1 SanJing Road, Beijing Capital Inter, NA, Beijing	8公里 8KM
6	瑞士酒店 SWISSHOTEL BEIJING	五星 ★★★★★	北京市朝阳区朝阳门北大街2号 No. 2 Chao Yang Men Bei Da Jie, Beijing, China	22公里 22KM

Exhibition & Hotels Location Map

China International Exhibition Center (New Venue) (NCIEC)

Address: 88 YuXiang Road, TianZhu Area, Shunyi District, Beijing 101318 PRC



BIBF2017**Reservation Form**

Phone: +86 10 5810 8888-6611, Fax: +86 10 5810 8858, Email: rsvn@cpairportbj.com

1. Room Reservations

Guest's First Name	Guest's Family Name	Arrival Date	Departure Date

The minimum length of stay is requested 2 nights.

Please tick Your Preferred Room Type & Rate

	Single Occupancy	/	Double Occupancy
Superior Room Rates	<input type="checkbox"/> CNY1250	<input type="checkbox"/>	CNY1350
Deluxe Room Rates	<input type="checkbox"/> CNY1350	<input type="checkbox"/>	CNY1450
Club Room Rates	<input type="checkbox"/> CNY1700	<input type="checkbox"/>	CNY1800
Deluxe Suite Room Rates	<input type="checkbox"/> CNY1850	<input type="checkbox"/>	CNY1950

—All the room rates are per room per night, inclusive of service charge and government tax, and we are payable in Chinese CNY by credit card or cash

—All the Room Rates include complimentary buffet breakfast and access to the hotel fitness center, pool & sauna

Special Request (please circle): Non smoking Double Bed/ Twin Bed**All room reservations must be guaranteed for arrival with completed credit card information below:**

Please contact hotel for airport pick up service

Guests Contact Information	Phone	Fax	Email

Please leave your full contact information to ensure a written confirmation can reach you

2. Terms & Conditions

- Accommodation at these rates is subject to availability.
- Accommodation request are not considered as definite bookings until a written hotel confirmation is received by the guest.
- Please note that any changes for made your reservation must be notified in writing by fax to the hotel.
- Check-in time is 2PM. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.
- Room cancellations made at least 30 days prior to the arrival day will not be charged a cancellation penalty. For cancellations made less than 30 days but more than 7 days prior to arrival, the hotel may charge first night room rate, For Cancellations made less than 30 days prior to arrival, the hotel may charge all room revenue, In case of "no-show" hotel will charge all room revenue by the method of guarantee provided.

I hereby authorize Crowne Plaza Beijing International Airport to use my credit card account below for accommodation guarantee in accordance with the Rates, Terms and Conditions indicated in this document

CREDIT CARD TYPE		Number		EXPIREDATE	
CARDHOLDER NAME		SIGNATURE			



BIBF Show Aug. 23 to 27, 2017

Beijing, China

ACCOMMODATION REQUEST FORM

One of the best locations in town, most convenient access to New CIEC

Only hotel-stop in CIEC-NCIEC shuttle route, free two-way shuttle available throughout expo hours:

Must be completed and faxed to hotel not later than- July 23, 2017

Radisson BLU Hotel BeijingPhone: +86 010 5922 3388, Fax: +86 010 8460 2346, E-mail: reservations.beijing@radissonblu.comSales contact: Elite Wang, Tel: +86 010 5922 3128, E-mail: elite.wang@radissonblu.com**1. Room Reservations:**

Guest's First Name	Guest's Family Name	Arrival Date	Departure Date

Staying 2 consecutive nights or above required

Please tick Your Preferred Room Type & Rate

	Single Occupancy	/	Double Occupancy
Standard Room Rates:	<input type="checkbox"/> CNY940		<input type="checkbox"/> CNY1040
Deluxe Room Rates	<input type="checkbox"/> CNY1140		<input type="checkbox"/> CNY1240
Royal Club Room Rates	<input type="checkbox"/> CNY1340		<input type="checkbox"/> CNY1440

- All the room rates are per room per night, **subject to 15% service charge**, and are payable in Chinese CNY by credit card or cash.
- All Room Rates include complimentary buffet breakfast and access to the hotel fitness center, pool & sauna., free internet access
- Royal Club Rooms feature Royal Club lounge access for complimentary Buffet Breakfast, all day coffee/tea, and Evening Cocktails & Hors d'Oeuvres.

Special Requests (please circle):

Non Smoking Only

Double Bed / Twin Bed

All room reservations must be guaranteed for arrival with completed credit card information below.

Please contact hotel for rates & information regarding airport pick up service or Suites request.

Guest Contact Information	Phone	Fax	E-mail

Please leave your full contact information to ensure a written confirmation can reach you.

2. Terms & Conditions

- 1) Accommodation at these rates is subject to availability.
- 2) Accommodation requests are not considered as definite bookings until a written hotel confirmation is received by the guest.
- 3) The deadline for making reservations is Jul 23, 2017 after which rooms are subject to availability at prevailing rates.
- 4) Check-in time is 15:00. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.
- 5) Cancellations made more than 30 days prior to arrival can be accepted without penalty; made between 29 and 14 days prior to arrival, will be charged at 50% of first night room revenue, made between 13 and 3 days prior to arrival, will be charged at 80% of first night room revenue, cancellations made within 2 days or no show will be charged at entire first night room revenue.
- 6) **I hereby authorize Radisson BLU Hotel Beijing to use my credit card account below for accommodation guarantee in accordance with the Rates, Terms, and Conditions indicated in this document.**

CREDIT CARD TYPE		NUMBER		EXPIRE DATE	
CARDHOLDER NAME			SIGNATURE		

Radisson BLU Hotel Beijing

6A, East Beisanhuan Road, Beijing 100028, P.R.C.

Telephone: +86 10 5922 3388, Telefax: +86 10 5922 3399

www.radissonblu.com/hotel-beijing



Kempinski Hotel
Beijing Lufthansa Center

CHINA

凯宾斯基饭店
北京燕莎中心有限公司



8.23-8.27, 2017

Kempinski Hotel Beijing Lufthansa Center- Reservation Form

Address: Kempinski Hotel Beijing Lufthansa Centre
50 Liangmaqiao Road, Chaoyang District
Beijing, 100125 PRC
Telephone: +86 10 64653388 ext: Reservation Department
E-mail: res.beijing@kempinski.com

Room Type	Single/Double
<input type="checkbox"/> Superior Room	<input type="checkbox"/> RMB1,100.00 <input type="checkbox"/> RMB1,250.00
<input type="checkbox"/> Deluxe Room	<input type="checkbox"/> RMB1,300.00 <input type="checkbox"/> RMB1,450.00
<input type="checkbox"/> Executive Room	<input type="checkbox"/> RMB1,800.00
Special Requests	
<input type="checkbox"/> King-Size Bed	<input type="checkbox"/> Twin Bed

- The above-mentioned rates are inclusive of Buffet Breakfast in Kranzler's Restaurant, and subject to 10% surcharge and 6% VAT
- All clients have free access to the hotel fitness centre and pool & Sauna.
- Added Values of Executive Rooms: Lounge with drinks and snacks and daily breakfast in Lounge included; Free WIFI use at Executive lounge; Complimentary local calls and faxes; 2 hours free use of Executive meeting room; Complimentary pressing of one suite or dress per stay. Tea and coffee making facilities in all rooms.

Please print clearly in block letters

Last Name:		First Name:	
Room Type:			
Company:		Title:	
Address:		Country:	
Tel:	Fax:	Email:	
Arrival Date:		Arrival Flight:	
Departure Date:		Departure Flight:	
Arrival airport pick-up requested <input type="checkbox"/> Yes <input type="checkbox"/> No		Departure airport see-off requested <input type="checkbox"/> Yes <input type="checkbox"/> No	

- Airport Pick-up or See-off can be provided at RMB1000.00 per car per way.(Audi A8L)

Terms & Conditions

- The deadline for hotel bookings is on August 01, 2017, thereafter reservation requests will be confirmed at best available rates.
- All further consumed breakfast will be charged at RMB 265, subject 10% surcharge and 6% VAT
- All bookings must be guaranteed by credit card or one night's deposit.
- Confirmation is subject to availability of each room category.
- Check-in is from 14:00hrs onward and checkout before 12:00hrs. For early morning arrivals, we suggest pre-registration from the night before to ensure room availability upon arrival. Early check-in and late check out is subject to room availability. Late check-out after 14:00hrs is charged at one full night rate.
- The hotel reserves the right to charge a full cost of duration of stay if a guaranteed booking is cancelled 5 days before arrival or in case of No-Show.

Guaranteed by

- ☐ VISA ☐ Master Card ☐ American Express ☐ JCB ☐ Diner's Club Card
- ☐ Bank Transfer (Pro-forma invoice will be provided together with room confirmation)

Card No:	CVC Code:
Expiry Date:	
Cardholder's Signature:	
Name in print:	



8.23-8.27, 2017

BIBF Show Aug. 23 to Aug. 27, 2017

Beijing, China

ACCOMMODATION REQUEST FORM

Please make hotel reservation before July 31, 2017

Hilton Beijing

Phone: +86 010 5865 5800-Reservation Fax: +86 010 6465 3051 E-mail: bei.jing@hilton.comSales contact: Yuki Zhang Tel: +86 010 5865 5225 E-mail: snow.zhang2@hilton.com

1. Room Reservations:

Guest's First Name	Guest's Family Name	Arrival Date	Departure Date

Please tick Your Preferred Room Type & Rate

	Single Occupancy	/	Double Occupancy
Deluxe Room Rates:	<input type="checkbox"/> CNY 1,100		<input type="checkbox"/> CNY 1,100
Deluxe Plus Room Rates:	<input type="checkbox"/> CNY 1,300		<input type="checkbox"/> CNY 1,300
Executive Room Rates:	<input type="checkbox"/> CNY 1,600		<input type="checkbox"/> CNY 1,600
Junior Suite Rates:	<input type="checkbox"/> CNY 1,900		<input type="checkbox"/> CNY 1,900

SUM:

Deluxe	Deluxe Plus	Executive	Junior Suite

- All the room rates are per room per night, inclusive of 15% service charge, and are payable in Chinese CNY by credit card or cash.
- All Room Rates include complimentary buffet breakfast, max 2 daily breakfasts per room per night.
- Executive Deluxe Room feature Executive lounge access for complimentary Buffet Breakfast, all day coffee/tea, Evening Cocktails & Happy Hours.

Special Requests (please circle): Double Bed / Twin Bed (two separate bed)

All room reservations must be guaranteed for arrival with completed credit card information below.

Please contact hotel for rates & information regarding airport pick up service or Suites request.

Guest Contact Information	Phone	Fax	E-mail

Please leave your full contact information to ensure a written confirmation can reach you.

2. Terms & Conditions

- 1) Accommodation at these rates is subject to availability.
- 2) Accommodation requests are not considered as definite bookings until a written hotel confirmation is received by the guest.
- 3) The deadline for making reservations is July 31, 2013 after which rooms are subject to availability at prevailing rates.
- 4) Check-in time is 15:00. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.

3. Cancellation

Cancel earlier than 21 days before check-in date	No need of Cancellation charge
Cancel between 21 to 7 days before check-in date	Need to pay the first night room charge for cancellation charge
Cancel between 6 to 3 days before check-in date	Need to pay 50% of total amount for cancellation charge
Cancel after or upon 3 days before check-in date	Need to pay 100% of total amount for cancellation charge

I hereby authorize Hilton Beijing to use my credit card account below for accommodation guarantee in accordance with the Rates, Terms, and Conditions indicated in this document.

CREDIT CARD TYPE		NUMBER		EXPIRE DATE	
CARDHOLDER NAME		SIGNATURE			

北京希尔顿酒店
HILTON BEIJING

酒店地址: 北京市朝阳区东三环北路22号 邮编: 100020
 电话: +86 (0)10 5865 5800 传真: +86 (0)10 6465 3051 电子邮箱: beijing@hilton.com

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BIBF Show Aug. 23 to Aug. 27, 2017

Beijing, China

ACCOMMODATION REQUEST FORM

Please make hotel reservation before July. 31, 2017

Hilton Beijing Capital Airport

Phone: +86 010 6450 4747-Reservation Fax: +86 010 6450 4721 E-mail: selina.zuo@hilton.comSales contact: Eason Shen Tel: +86 010 6450 4733 E-mail: eason.shen@hilton.com

1. Room Reservations:

Guest's First Name	Guest's Family Name	Arrival Date	Departure Date

Please tick Your Preferred Room Type & Rate

	Single Occupancy	Double Occupancy
Deluxe Room Rates	<input type="checkbox"/> CNY 1,050	<input type="checkbox"/> CNY 1,150
Executive Room Rates	<input type="checkbox"/> CNY 1,600	
Deluxe Suite Room Rates	<input type="checkbox"/> CNY 2,200	

SUM:

Deluxe	Executive	Deluxe Suite

- All the room rates are per room per night, inclusive of 1 service charge and Tax, and are payable in Chinese CNY by credit card or cash.
- All Room Rates include complimentary buffet breakfast, max 2 daily breakfasts per room per night.
- Executive Deluxe Room feature Executive lounge access for complimentary Buffet Breakfast, all day coffee/tea, Evening Cocktails & Happy Hours.

Special Requests (please circle): Double Bed / Twin Bed (two separate bed)

All room reservations must be guaranteed for arrival with completed credit card information below.

Please contact hotel for rates & information regarding airport pick up service or Suites request.

Guest Contact Information	Phone	Fax	E-mail

Please leave your full contact information to ensure a written confirmation can reach you.

2. Terms & Conditions

- 1) Accommodation at these rates is subject to availability.
- 2) Accommodation requests are not considered as definite bookings until a written hotel confirmation is received by the guest.
- 3) The deadline for making reservations is July 31, 2017 after which rooms are subject to availability at prevailing rates.
- 4) Check-in time is 15:00. Room assignment prior to this time is subject to availability. Check-out time is 12:00 noon.

3. Cancellation

Cancel earlier than 21 days before check-in date	No need of Cancellation charge
Cancel between 21 to 7 days before check-in date	Need to pay the first night room charge for cancellation charge
Cancel between 6 to 3 days before check-in date	Need to pay 50% of total amount for cancellation charge
Cancel after or upon 3 days before check-in date	Need to pay 100% of total amount for cancellation charge

I hereby authorize Hilton Beijing Capital Airport to use my credit card account below for accommodation guarantee in accordance with the Rates, Terms, and Conditions indicated in this document.

CREDIT CARD TYPE		NUMBER		EXPIRE DATE	
CARDHOLDER NAME			SIGNATURE		

北京首都机场希尔顿酒店
HILTON BEIJING CAPITAL AIRPORT电话 T: +86 10 6458 8888 | 传真 F: +86 10 6458 8889 | 电邮 E: hilton.beijingairport@hilton.com

北京港澳中心瑞士酒店
swissôtel BEIJING
 HONG KONG MACAU CENTER



BIBF Show 23rd – 27th of August 2017
Beijing, China

Hotel Reservation Form

Address: No.2 Chao Yang Men Bei Da Jie,
 Beijing 100027, P.R. China
 Tel: (86 10) 6553 2288 Fax: (86 10) 6501 2501

Sales contact: Olesia Iakimuk
 Tel.: 86 10 6553 2288 ext. 2307
 E-mail: Olesia.iakimuk@swissotel.com

Please reserve a room for the following guest(s):

Guest name:
 Mr / Mrs : Surname: First Name:
 Confirmation no: [to be filled by Swissotel Beijing]
 Arrival date: Arrival flight details:
 Departure date: Departure flight details:
 Email:
 No of rooms: No of pax:

Room Type	Single / Double
Classic Room	<input type="checkbox"/> CNY 780.00 <input type="checkbox"/> CNY 880.00
Swiss Advantage Room	<input type="checkbox"/> CNY 880.00 <input type="checkbox"/> CNY 980.00
Grand Room (Junior Suite)	<input type="checkbox"/> CNY 1080.00 <input type="checkbox"/> CNY 1180.00
EXECUTIVE FLOOR	
Swiss Executive Club Room	<input type="checkbox"/> CNY 1380.00 <input type="checkbox"/> CNY 1480.00
Executive Suite	<input type="checkbox"/> CNY 1850.00
Grand Suite	<input type="checkbox"/> CNY 2550.00

- Rate includes 10% service charge, 6% VAT, one or two daily buffet breakfast and Wi-Fi.
- Swiss Executive Club Rooms are inclusive of Swiss Executive Club lounge benefits
- All guests are allowed free access to the Fitness Centre and Swimming Pool.
- Rooms are subject to availability upon confirmation.

Billing: Please guarantee your reservation by credit card:

☐ AMEX | ☐ Visa | ☐ Diners Club | ☐ MasterCard

Card number: Expiry date:
 Name of Card Holder: Signature:

Terms & Conditions:

- The deadline for bookings is **July 30th 2016**, thereafter all the rooms will be offered at hotel's best available rates.
- Hotel reserves the rights to cancel any booking without credit card guarantee after 18:00 on the day prior to arrival. For the cancellation within 24 hours and no show, a 1 night room charge will be applied.
- The check in time is 14:00 on the day of arrival. Check out time is 12:00. Early check-in and late check-out are subject to availability, additional charges may apply.

AIRPORT TRANSFER SERVICE

Hotel provides airport transportation service. The airport pick up service cost 588 CNY per trip for AUDI A6 for maximum 2 people.

If you would like to arrange the transfer, please kindly send a request to Olesia.iakimuk@swissotel.com including the date, flight number, arrival time, number of people.

Please do not hesitate to contact us if we can be of further assistance, in the meantime we look forward to welcoming you at Swissotel Beijing.

