



## “Harnessing the Power of Pacific Trade”

Ni Sa Bula,

We are pleased to confirm that Shangri-La’s Fijian Resort and Spa has been selected as the venue for the Joint FANZ Pacific Business Forum 27<sup>th</sup> – 29<sup>th</sup> November 2010. Below are the accommodation options available – these rates are inclusive of VAT and Turnover Taxes of 17.5% and Full American Buffet Breakfast for 2 adults and 2 children to 12 years. The best available group rate has been negotiated for participants and details are as follows:-

Room Types	* Rates Per Room Per night FJD
Run of Lagoon & Ocean View Rooms	FJD 215.00
Run of Lagoon & Ocean Family Rooms	FJD 265.00

Bookings **must** be received before **29<sup>th</sup> October 2010** - thereafter all accommodation space will be based on availability at the time of receiving your accommodation payment & registration form.

**Accommodation Booking: Booking Code FAN261110**

**Check in time: 3.00pm**

**Check out time: 12noon**

**Should you wish to have your room available due to early check in time you are advised to book from the night before. Any departures after 12 noon there is a half room rate till 6.00pm – please advise if you wish to take this option**

Booking Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Check-in Date: \_\_\_\_\_ Flight Details: \_\_\_\_\_

Check-out Date: \_\_\_\_\_ Flight Details: \_\_\_\_\_

# of rooms: \_\_\_\_\_ # of nights: \_\_\_\_\_

### Individual Reservations

All reservations for which the individual guest is responsible for the payment of their accommodation charges, one night accommodation rate is required either by bank deposit or credit card upon booking. The remainder of the charges will be charged upon check out.

### Cancellation Policy

Should the delegate cancel their booking there will be no refund of the deposit paid of one night’s accommodation rate

### Payment Details:

Should you wish to pay your Deposit by credit card, please complete the following details and sign.

Credit Card Type: Visa / American Express / MasterCard / Diners / Other (please circle)

Credit Card Number: \_\_\_\_\_ Expiry: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Amount: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby authorize Shangri-La’s Fijian Resort & Spa to debit my credit card for the above amount in relation to the services outlined.

\_\_\_\_\_

**Should you wish to pay your Deposit directly into our bank account, please make payment to the below bank details and fax transaction slip along with registration form to (679 6520931). Please indicate on the transaction slip the name of the booking.**

**Trading Name:** Shangri-La's Fijian Resort & Spa  
**Account Name:** Yanuca Island Limited  
**Bank Name:** Westpac Banking Cooperation Sigatoka Branch FIJI  
**BSB Number:** 039005  
**Account Number:** 589651000  
**Swiftcode:** WPACFJFX

We look forward to welcoming you to Shangri-La's Fijian Resort and Spa, please do not hesitate to contact me for any further information required.

Vinaka,

Ms Lillian Douglas  
Events Manager  
Shangri-La's Fijian Resort & Spa  
[Lillian.douglas@shangri-la.com](mailto:Lillian.douglas@shangri-la.com)

Or

Ms Jennifer Grayson  
Director of Convention Sales  
Shangri-La's Fijian Resort & Spa  
[Jennifer.grayson@shangri-la.com](mailto:Jennifer.grayson@shangri-la.com)

