

本人因無法親自至 旅居文旅 刷卡結帳，特立此書。請在以下信用卡帳號收取所有保證金、預付或賬單款項。

鑒於 旅居文旅 同意上述之安排，本人同意不會取消此授權，並同意喬爵飯店可連絡發卡銀行以下列信用卡所有人提供與核對此授權書之資料。

I hereby agree to pay Hub Hotel with my credit card by issuing this letter of authorization. Please charge the following credit card account for all deposit, advance payments or room bills. I agree not to revoke the above authorization and further agree to authorize HuB Hotel to contact the Credit Card Issuing Bank as detailed below for the purpose or verifying the information contained in this letter.

確認授權內容 Details of this authorization

住客姓名/公司名稱 Guest/Company Name: _____

抵達日期 Arrival Date: _____ 退房日期 Departure Date: _____

房型 Room Type: 單人房-共用衛浴 Single Room Shared Bathroom(\$880)

商務雙人房 Superior Double Room (\$1600)

商務雙床房 Superior Twin Room(\$1800)

商務四人房 Superior Room for 4pp(\$2700)

Package including breakfast

接送機 Pick up service: 小車 Limo (\$700) for 3 ppl max 大車 VAN (\$1000) for 7 ppl max
(Please select pick up or drop off)

統一編號 Company Registration No: _____ (台灣旅客專用 for Taiwan Resident only)

公司抬頭 Company Letterhead: _____ (台灣旅客專用 for Taiwan Resident only)

發票郵寄地址 Invoice Address: _____ (台灣旅客專用 for Taiwan Resident only)

信用卡帳號資料 Credit Card Account Details : VISA MASTER CARD JCB

信用卡號碼 Credit Card No : _____ - _____ - _____ - _____

信用卡有效期限 Credit Card Expiry Date (MM/YY): _____

持卡人連絡住址 Address: _____ (請填申請信用卡所留之住址)

持卡人簽名 Card holder Signature : _____ (請親自簽名並與信用卡背面簽名字樣相同，否則無效)

same signature as appears on the credit card (上述信用卡之內容經本人確認無誤，如有不實之處，願負所有相關法律之責)

持卡人連絡電話 Contact No.: _____ 持卡人傳真電話: Fax No.: _____

住宿訂金為每筆訂房總金額之 **30%**，取消條款如下：

1. 旅客於入住日期前 14 日取消訂房時，將不收取取消訂房手續費。
2. 旅客於入住日期前 10 至 13 日取消訂房時，應負擔訂金之 30% 為訂房取消費用。
3. 旅客於入住日期前 7 至 9 日取消訂房時，應負擔訂金之 50% 為訂房取消費用。
4. 旅客於入住日期前 4 至 6 日取消訂房時，應負擔訂金之 60% 為訂房取消費用。
5. 旅客於入住日期前 2 至 3 日取消訂房時，應負擔訂金之 70% 為訂房取消費用。
6. 旅客於入住日期前 1 日取消訂房時，應負擔訂金之 80% 為訂房取消費用。
7. 旅客於入住日期當天取消訂房或急於通知者，應負擔訂金之 100% 為訂房取消費用

Cancellation Policy: Guests will be charged **30%** of the total room rate when making the reservation as deposit of guarantee for entire stay. The cancellation policy is listed as follows:

- *Cancellation received 14 days prior to the arrival date, the deposit will be fully returned.
- *Cancellation received 10-13 days prior to the arrival date, 70% of the deposit will be returned.
- *Cancellation received 7-9 days prior to the arrival date, 50% of the deposit will be returned.
- *Cancellation received 4-6 days prior to the arrival date, 40% of the deposit will be returned.
- *Cancellation received 2-3 days prior to the arrival date, 30% of the deposit will be returned.
- *Cancellation received 1 day prior to the arrival date, 20% of the deposit will be returned.
- *When cancellation is received on the date of arrival, hotel will charge 100% deposit

請填寫此授權書並將此授權書回傳至+886-3-462 2211 (訂房部)。

Please fill up and fax back this authorization letter to +886-3-462 2211 or scan this letter and mail to Hubhotel.service@gmail.com.

如有任何需求，請與我們聯繫，我們將儘快為您服務。

Should you have any enquiries, please contact us and we will be happy to provide any assistance....

此確認書僅供台灣竹會貴賓報名使用