

LAKE SIDE HOTEL

23 Ngoc Khanh Street, Ba Dinh District, Hanoi, Vietnam
Website: www.lakesidehotel.com.vn

To:	The Japan Business Association in Vietnam (JBAV)	From:	Ms. Nhai – 0169 6928 290 Sales Department
Phone:	(04) 2220 9907	Phone:	84.24 38350111/Ext:142
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Email:	jbav-info@jbav.vn	Email:	nhai.sales@lakesidehotel.com.vn
Re:	Room Rate Quotation		

Dear The Japan Business Association in Vietnam (JBAV),
Warmest greeting from Lake Side Hotel!

Thank you very much for your kind interest to our Lake Side hotel. Looking for long term business relationship with your esteemed organization, we are delighted to quote our co-operate rates as below:

HOTEL SERVICES:

- Azuma Japanese Restaurant
- Transportation Service
- Parking Lot
- Business Center
- Banquet facilities
- Function room

ROOM RATE QUOTATION:

Room Type	Number	Public Rate (VND)++		30% off – Special rate (VND)++	
		Single	Double/ Twin	Single	Double/ Twin
Superior City view	33	2,100,000	2,320,000	1,470,000	1,624,000
Superior Lake View	33	2,370,000	2,590,000	1,659,000	1,813,000
Honey moon	3	3,170,000	3,390,000	2,219,000	2,373,000
Executive B	3	3,690,000	3,910,000	2,583,000	2,737,000
Executive A	3	3,990,000	4,210,000	2,793,000	2,947,000
Rates are subject to 5% service charge & 10% VAT					

BENEFIT INCLUSIVE:

- Welcome fruits in room when guest check in
- Daily International Buffet breakfast;
- Free 01 bottle of mineral water in room for single (02 bottles for double/twin room)
- Complementary tea & coffee in room;
- Daily English / Japanese / Vietnamese newspaper at Lobby;
- Free land line calls within Hanoi ;
- Free shoes shine facility in room;
- Free of charge ADSL and Wifi, Internet in room and Lobby;

Following your reservation kindly advised that:

Time to arrival: Check in time is **14: 00** Check out time is **12:00**

- Should you have an early check in time or late check-out time, please note that it is subject to room availability on the day of arrival or departure.

Request(s) for earlier Check-in or later check-out apply as below:

+ Early check in after 10:00 or late check out before 18:00 will be charged 50% on the first room night

+ Early check in before 10:00 or late check out after 18:00 will be charged 100% on the first room night

- All non – guaranteed bookings will be held until 18:00hrs, after that time the hotel may release the booking automatically.

- One night room rental will be charged in event of no-show booking or cancellation less than 48 hours phoned to guest arrival and in case of shorter stay due to early departure.

- Please reconfirm two days before arrival and please sign, stamp and fax back this confirmation letter to guarantee booking.

Kindly contact us for further queries and we look forward to welcoming your esteemed Guests at our Lake Side hotel soon.

Sincerely yours,

LAKE SIDE HOTEL



NGUYEN THI NHAI
Sales Department

Received and confirmed by
(Signature & full name)