



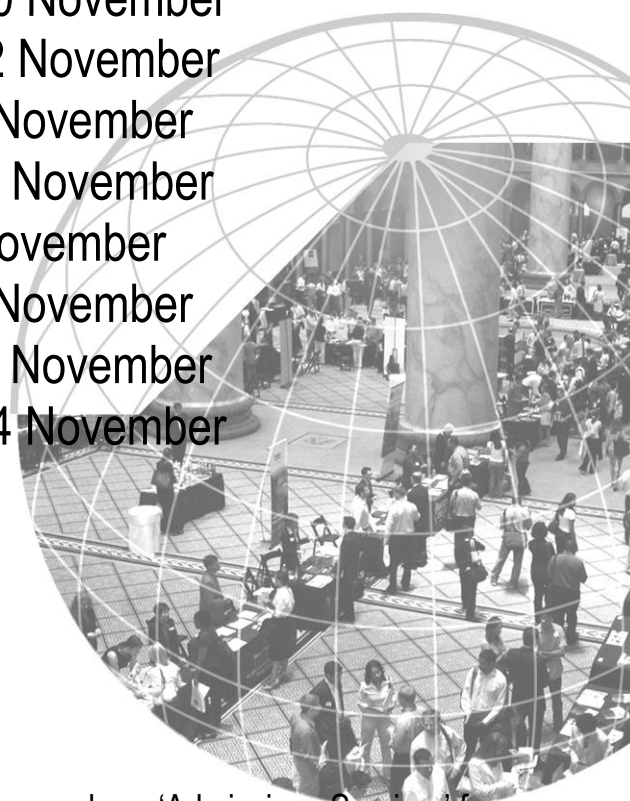
## **QS World MBA Tour Fall 2011**

### **Exhibitor Information**

#### **Asia Pacific**

1 November – 24 November 2011

<b>Tokyo</b>	Tuesday 1 November
<b>Seoul</b>	Thursday 3 November
<b>Beijing</b>	Saturday 5 November
<b>Shanghai</b>	Tuesday 8 November
<b>Taipei</b>	Thursday 10 November
<b>Hong Kong</b>	Saturday 12 November
<b>Guangzhou</b>	Sunday 13 November
<b>Manila</b>	Tuesday 15 November
<b>Kuala Lumpur</b>	Friday 18 November
<b>Singapore</b>	Sunday 20 November
<b>Bangkok</b>	Tuesday 22 November
<b>Ho Chi Minh City</b>	Thursday 24 November



**Note:** All fairs are 3 hours long. Each fair will be preceded by a one hour 'Admissions Seminar' for candidates.

## QS World MBA Tour – Asia November Fall 2011

<b>Tokyo</b> Tuesday 1 November 1800 – 2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Hotel New Otani</b> 4-1 Kioi-cho, Chiyoda-ku, Tokyo 102-8578 Japan	〒102-8578 東京都千代田区紀尾井町 4-1 ホテル・ニューオータニ
<b>Seoul</b> Thursday 3 November 1800 – 2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Novotel Ambassador Gangnam</b> 603 Yeok Sam Dong, Gangnam Gu Seoul 135-080 Republic of Korea	노보텔 앰배서더 강남  서울시 강남구 역삼동 603 135-080 지하철 9 호선 신논현역 4 번출구
<b>Beijing</b> Saturday 5 November 1500 – 1800  (1400: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Beijing Marriott Hotel City Wall</b> No.7 Jian Guo Men South Avenue, Dong Cheng District Beijing 100005 P. R of China	北京万豪酒店 东城区建国门南大街 7 号 北京 100005
<b>Shanghai</b> Tuesday 8 November 1800 –2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>The Longemont Hotel</b> 1116 Yan An West Road Changning District Shanghai 200052 P. R of China	中华人民共和国 上海市 延安西路 1116 号 龙之梦丽晶大酒店 邮编 200052
<b>Taipei</b> Thursday 10 November 1800 –2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Westin Taipei</b> 133 Nanking East Road, Sec 3 Taipei, 10487 Taiwan	台灣 台北市中山區 南京東路三段 133 號 六福皇宮大飯店 郵政編碼 10487
<b>Hong Kong</b> Saturday 12 November 1400 – 1700  (1300: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Holiday Inn Golden Mile Hong Kong</b> 50 Nathan Road, Tsimshatsui, Kowloon Hong Kong	香港金域假日酒店 彌敦道 50 號 九龍尖沙咀 香港
<b>Guangzhou</b> Sunday 13 November 1500 – 1800  (1400: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Garden Hotel</b> 368 Huanshi Dong Lu Guangzhou 510064 P. R of China	环市东路 368 号 广州市 中华人民共和国

## QS World MBA Tour – Asia November Fall 2011 Continued

<b>Manila</b> Tuesday 15 November 1800-2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>The Peninsula, Manila</b> Corner of Ayala and Makati Avenues, 1226 Makati City, Metro Manila Philippines
<b>Kuala Lumpur</b> Friday 18 November 1800 – 2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Crowne Plaza Mutiara Kuala Lumpur</b> Jalan Sultan Ismail Kuala Lumpur 50250 Malaysia
<b>Singapore</b> Sunday 20 November 1400 –1700  (1300: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Swissotel The Stamford, Singapore Raffles City Convention Centre</b> 2 Stamford Road Singapore 178882 Republic of Singapore
<b>Bangkok</b> Tuesday 22 November 1800 – 2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Centara Grand &amp; Bangkok Convention Centre at Central World</b> 999/99 Rama 1 Road, Pathumwan Bangkok 10330 Thailand
<b>Ho Chi Minh</b> Thursday 24 November 1800 – 2100  (1700: 1 hour Pre-Fair Candidate Admissions Seminar)	<b>Sofitel Saigon Plaza</b> 17 Le Duan Boulevard District I Ho Chi Minh City Vietnam

## QS World MBA Tour – Asia 2011

### Exhibitor Information – QS World MBA Tour, Fall 2011

Thank you for supporting the QS World MBA Tour this Fall - we look forward to partnering with you for a series of very successful events.

Over the last thirteen years we have made every effort to deliver a targeted audience in a professional and enjoyable fair setting. We have provided the following pack to help you in the planning process. For any questions or concerns, please feel free to contact your account manager or the Tour logistics team.

- 1) **EXHIBITION DATA:** Confirm your booking with fax-back form.
- 2) **VISITOR DETAILS:** See details of **TOPMBA Outreach**.
- 3) **TRAVEL & ACCOMMODATION:** Use information in this pack to book your rooms.
- 4) **DELIVERY OF EXHIBITION MATERIALS:** Check delivery dates/courier deadlines.
- 5) **FAIR DISPLAYS:** This is a tabletop fair, check restrictions/dimensions.
- 6) **ATTENDING THE FAIR:** Check times and travel with information sheet.
- 7) **PR & MEDIA OPPORTUNITIES:** Provide us with a contact in your office.

#### 1) EXHIBITOR DATA:

When we receive your booking form, we send you a PDF that confirms the cities booked, the school name for media and signage and your selected contact details. Please ensure the information is correct and fax it back to us immediately on +44 20 7284 7201. For any problems or questions contact: [wmtlogistics@qs.com](mailto:wmtlogistics@qs.com)

#### 2) TOPMBA OUTREACH:

Outreach is our online candidate database management system. Many of you have already enjoyed using Outreach to access candidate details, prepare professional HTML-based emailers, and organise your pre and post-fair emailing to targeted candidate groups.

New Outreach logins will be created according to the information on your completed Fall 2011 booking form. If you have lost your login information then please go to the site and click on 'forgot password' to retrieve this information, otherwise the login information will be sent out approximately three weeks before the start of the Fall 2011 tour.

To access Outreach: [www.topmba.com/outreach](http://www.topmba.com/outreach)

This interface will enable you to:

- Prepare and send emailers to the candidates that interest you most
- Create targeted lists of candidates
- Access candidate information before and after the fair

Pre-registered candidate information is available as of 2 weeks prior to each fair. Walk-in candidate information is available as of 8 days after each fair.

We have ongoing concerns about the protection of candidate data, and we are carefully policing the use of databases that have been downloaded for use other than the promotion of participating programs. We do not wish for the illegal behaviour of a small minority to impact on the professional conduct of so many of our partner schools. Please read carefully the terms and conditions of database use when you access the Outreach website.

NEW: Please see overleaf for a brief document outlining some of Outreach's key features.

Any problems/questions contact **Daniel Kahn** on Tel: +33 1 45 66 59 21 or Email: [wmtoutreach@qs.com](mailto:wmtoutreach@qs.com)

## Outreach - The Key Features

QS World MBA Tour Outreach gives you the opportunity to contact candidates that you meet at the QS World MBA and QS World Exec MBA Tours.



You will receive your Outreach login information a few weeks before the start of the World MBA Tour. Information on pre-registered candidates will then be available 2 weeks prior to the start of the tour and information on candidates who visited on the day will be uploaded 8 days after any given fair.

Outreach is divided into three parts:

- Search
- Emailer
- Download

### Search

**This part of Outreach allows you to:**

- Search all relevant candidates by criteria such as: gender, country or city of residence, number of years work experience and GMAT score.
- Search by badge number – each candidate that attends a fair is given a badge number to wear. At the fair you may collect the badge numbers in order to contact prospective applicants afterwards.

### Emailer

**This part of Outreach allows you to:**

- Design a simple text emailer.
- Copy and paste an html emailer using our special function.
- Save your emailer to use and edit at a later stage.
- Link your emailer to saved searches, allowing you to send targeted emails.
- Keep a log of emails you have sent.

### Download

**This part of Outreach allows you to:**

- Download complete listings of candidates by city, providing you with a range of information such as date of birth, telephone number and type of MBA sought.
- Import lists into your own email system or into QS Prospect Manager.

To keep candidate information safe and to comply with data protection regulations we ask that you respect guidelines specified when you login to Outreach. For more information please email [Daniel Kahn](mailto:Daniel.Kahn@qs.com) [wmtoutreach@qs.com](mailto:wmtoutreach@qs.com)

### 3) TRAVEL & ACCOMMODATION:

QS World MBA Tour negotiates special rates with hotels for bedrooms. To ensure you receive this rate, you must make your room booking using the attached bedroom booking form in this pack.

**Please note each hotel has a cut off date on their bedroom reservation form and all bookings made after each hotel's cut off date will be subject to a higher rate and availability.**

**We recommend you organise your travel, hotel rooms and visas NOW.**

**Please check if you will need a visa for each country you are travelling to. Different nationalities have different visa requirements.**

- Also ensure you make all the usual security precautions, photocopy your passport & ticket leaving one copy at home/office and one copy in your luggage.
- **Please make sure you are aware of which inoculations will be required for each country you are visiting. You may be denied entry if you do not have the required proof of inoculations.**  
**Please consult:** <http://www.oneworld.com/ow/airports-and-destinations/visa-and-health-information>
- Use hotel safes for your valuables and only take the absolutely necessary cash out with you.
- Use your credit card carefully.
- Where possible try not to arrive at night and only use official cabs or hotel airport transfers.

### 4) DELIVERY OF EXHIBITION MATERIALS:

OCS is partnering with QS as the shipper of your materials.

OCS is operating a fully controlled service, which includes preparing the correct customs paperwork, holding all materials at their local station until the delivery date and pre-payment of import tax/duty charges so that you will not have to worry about customs clearance or shipment tracking.

#### **Note for all participants using OCS:**

OCS will contact you with full details and their "delivery deadlines" after you make your booking with us. You can contact them with queries on [fairs@shipocs.com](mailto:fairs@shipocs.com) (for American participants) or [mbauk@ocsworldwide.co.uk](mailto:mbauk@ocsworldwide.co.uk) (for all other participants).

#### **Note for all participants NOT using OCS:**

From experience, one of the greatest sources of anxiety and frustration for school reps on the Fair day is the absence of boxes of materials. The most common reasons for this are:

- Packages addressed to an individual from the school, with no mention of the **QS World MBA Tour**
- Your delivery requires custom duties
- Boxes are sent too soon or too late

**We therefore suggest that you pay close attention to the following:**

- a) It is paramount that your courier/shipper clears all foreign customs for your delivery and pays for any necessary customs duties/taxes, as our event venue will not be responsible for this.
- b) Please also ensure that your travelling representative has the relevant courier airway bill reference numbers and your courier's local contact details (FedEx, UPS, DHL etc) for each city with them when they travel to enable us to help them with any problems
- c) It is also wise to check with your office before each fair that your delivery has been accepted and signed for at the venue.

### 5) FAIR DISPLAY REGULATIONS:

The Fairs are organised in a tabletop format and the only display stands/units we can allow are pull-up/roller-blind/penguin units. Dimensions are restricted to 1.5m ( 5ft) wide x 2m (6.5ft) high.

**There is no power supply to the tables.**

**Only one pull-up stand is allowed per table/school booking**

## 6) ATTENDING THE FAIR:

**Please forward this pack to your team attending the fairs.** We also produce one-page information sheets per city without the accommodation information, which can be sent to local Alumni manning or helping at your table/stand. Please request this from us if you need it.

The school representative/alumni attending the fair should introduce themselves to the **QS World MBA Tour** team at the venue when they arrive. They will be shown to their table and given badge holders to identify them.

Any problems or questions contact: [wmtlogistics@qs.com](mailto:wmtlogistics@qs.com)

## 7) PR AND MEDIA OPPORTUNITIES:

The World MBA Tour works with an impressive number of the world's leading national and international media. To better target the special offers that have been negotiated for Tour participants, we encourage you to send us the contact name and email address of the person responsible for the marketing of your program at the World MBA Tour Fairs by contacting the below:

**Asia:**

**Regional Director of Marketing:** Simona Bizzozero - [Simona@qs.com](mailto:Simona@qs.com)

COUNTRY	CONTACT	EMAIL
Japan	Simona Bizzozero	<a href="mailto:simona@qs.com">simona@qs.com</a>
South Korea	Yang He	<a href="mailto:yang@qs.com">yang@qs.com</a>
China	Xia Qian	<a href="mailto:xia@qs.com">xia@qs.com</a>
Taiwan	Yang He	<a href="mailto:yang@qs.com">yang@qs.com</a>
Hong Kong	Thomas Ahonen	<a href="mailto:thomas@qs.com">thomas@qs.com</a>
Philippines	Thomas Ahonen	<a href="mailto:thomas@qs.com">thomas@qs.com</a>
Thailand	Simona Bizzozero	<a href="mailto:simona@qs.com">simona@qs.com</a>
Singapore	Poppy Jennings	<a href="mailto:poppy@qs.com">poppy@qs.com</a>
Malaysia	Thomas Ahonen	<a href="mailto:thomas@qs.com">thomas@qs.com</a>
Vietnam	Thomas Ahonen	<a href="mailto:thomas@qs.com">thomas@qs.com</a>

As with any international travel and event management, we always try to expect the unexpected. Please do not hesitate to contact us with your questions and concerns.

You can contact our events team at: [wmtlogistics@qs.com](mailto:wmtlogistics@qs.com)

## Tokyo

### Tuesday 1 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Hotel New Otani</b> 4-1 Kioi-cho, Chiyoda-ku, Tokyo 102-8578 Japan</p> <p>Tel: +81-3-3265-1111 Fax: +81-3-3221-2619 <a href="http://www.newotani.co.jp/en/tokyo/index.html?GRP">www.newotani.co.jp/en/tokyo/index.html?GRP</a></p> <p>〒102-8578 東京都千代田区紀尾井町 4-1 ホテル・ニューオータニ</p>
<b>Access</b>	<p>Closest subway stations are: *Akasakamitsuke on Marunouchi/Ginza Subway Line, which are 3 minutes from the hotel. *Yotsuya on Marunouchi/Nanboku subway Line, JR Chuo/Sobu Line, which is 8 minutes away</p> <p><b>WARNING: taxis from Narita Airport cost JPY 30,000 (US\$369/€260)</b> Taxis from Haneda airport cost JPY8,000 (US\$99/€70) and takes 40 minutes.</p> <p>Airport shuttles are easily available and run frequently from: <b>Narita</b> : Journey time 80-120 minutes costs JPY JPY3,000 (US\$37/€26) <b>Haneda</b> : Journey time 25-65 minutes costs JPY1,100 (US\$14/€10)</p> <p><b>There is onsite parking available in the basement of hotel.</b></p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600 <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates 1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><u>The venue will only accept deliveries from the 31 October 2011</u> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour – 1 November 2011</b> <b>(School Name)</b> <b>C/O Tomoki Kawata, Sales Department</b> <b>Hotel New Otani</b> <b>4-1 Kioi-Cho,Chiyoda-Ku,</b> <b>Tokyo 102-8578,</b> <b>Japan</b></p> <p>Contact: Tomoki Kawata Sales Manager Tel: + 81-03-3221-2656 Fax: + 81-03-3221-2661 Email: <a href="mailto:t-kawata@newotani.co.jp">t-kawata@newotani.co.jp</a></p> <p>We are providing a central document shipping service through OCS who will contact you directly</p>
<b>Hotel</b>	<p>The <b>Hotel New Otani</b> offers special rates to the <b>QS World MBA Tour</b> from JPY15 000 (US\$185/€129) per night plus tax, excluding breakfast.</p> <p><u>The room rate is subject to availability</u></p>

	<p>Garden Tower Standard Room JPY15 000 per night ++ (US\$185)  <a href="https://www.yourreservation.net/ibe/07_newotani/main.html?quick=page1&amp;accountType=travelagency-company-A&amp;accountId=QSWMBATR&amp;rateAccessCode=*NVTW\$&amp;ccpSelectHotel=NO-HYOTYOTW">https://www.yourreservation.net/ibe/07_newotani/main.html?quick=page1&amp;accountType=travelagency-company-A&amp;accountId=QSWMBATR&amp;rateAccessCode=*NVTW\$&amp;ccpSelectHotel=NO-HYOTYOTW</a></p> <p>Main Quality Double Room JPY17 875 per night ++ (US\$ 220)  <a href="https://www.yourreservation.net/ibe/07_newotani/main.html?quick=page1&amp;accountType=travelagency-company-A&amp;accountId=QSWMBATR&amp;rateAccessCode=*NVTW\$&amp;ccpSelectHotel=NO-HYOTYONO">https://www.yourreservation.net/ibe/07_newotani/main.html?quick=page1&amp;accountType=travelagency-company-A&amp;accountId=QSWMBATR&amp;rateAccessCode=*NVTW\$&amp;ccpSelectHotel=NO-HYOTYONO</a></p>
<b>Visa</b>	<p>We are not able to provide invitation letters for Business visa applications; we suggest that you apply for a tourist visa. Please contact your local embassy or visa service for further information.</p>

## Seoul

### Thursday 3 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Novotel Ambassador Gangnam</b> 603 Yeok Sam Dong, Gangnam Gu Seoul 135-080 Republic of Korea</p> <p>Tel :+ 82 2 567 1101 Fax :+ 82 2 562 0120 <a href="http://www.ambatel.com/g">www.ambatel.com/g</a></p> <p>노보텔 앰배서더 강남 서울시 강남구 역삼동 603 135-080 지하철 9 호선 신논현역 4 번출구</p>
<b>Access</b>	<p>The nearest subway station is Subway Line 9 (Gold) – Shin Non Hyun Station Exit 4, which is 2 minutes walk to the hotel. An airport shuttle to the hotel takes 60 – 80 minutes and costs KRW 15,000 (US\$14) Please contact KAL Shuttle Bus for more information. A taxi from the airport to hotel costs KRW 150,000(US\$140) and takes 1 hour and 20minutes subject to traffic. Parking is available at the hotel and is complimentary for hotel guests.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600 <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates 1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number.	<p><b><u>The venue will only accept deliveries from 31 October 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour – 3 November 2011</b> <b>(School Name)</b> <b>Novotel Ambassador Gangnam</b> <b>603 Yeok Sam Dong,</b> <b>Gangnam Gu,</b> <b>Seoul</b> <b>Republic of Korea (135-080)</b></p> <p>Contact: David Kim Tel: + 82 2 531 6666 / +82 10 6389 5163 Fax: + 82 2 562 0120</p> <p><b>We are providing a central document shipping service through OCS who will contact you directly</b></p>
<b>Hotel</b>	<p>The <b>Novotel Ambassador Gangnam</b> offers special rates to the <b>QS World MBA Tour</b> from KRW181,500 (US\$170) per night. <u>This rate is only valid for bookings made before 15 October 2011</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Korea vary depending on nationality; please contact your local embassy or visa service for further information.</p>



SEOUL  
AMBASSADOR GANGNAM

## QS WORLD MBA TOUR 2011

### HOTEL RESERVATION FORM

Fax to:	<b>Novotel Ambassador Gangnam (★★★★★)</b>	
	<b>MR. DAVID KIM</b>	
	<b>Tel: +82-2-531-6666</b>	<b>Fax: +82-2-531-6670</b>
	<b>E-mail: nagsales1@ambatel.com</b>	

Please confirm the following room reservation:

Ms.	Mr.	Last Name :		Fist Name :	
Title :					
Company :					
Address :					
Zip Code :			Country :		
Tel :			Fax :		
E-mail :					
Arrival Date			Departure Date		
Flight Number (if known)			Arrival Time (if known)		
Room Rate (Discounted Rate)		<input type="checkbox"/> Twin / <input type="checkbox"/> Double KRW 181,500 <input type="checkbox"/> Breakfast Per Person: KRW 22,000 per person / Number of person (    )			

\* Above rates **includes** 10% service charge but, **subject to** 10% V. A. T.

\* Fitness center, and pool is available with free of charge.

\* One Bottle of water per day is provided in the room for free of charge.

#### Booking Guaranteed

Card Type :		Name on Card :	
Card No. :			
Signature :		Exp. Date :	(    /    /    )

No-shows will be subject to charge for **TWO nights** of room rate

Cancellation must be made **TWO weeks** prior check in date, otherwise hotel may charge cancellation charge.

**Please complete the form and send to Reservations by 15 October 2011.**

# Beijing

## Saturday 5 November

**1500-1800** (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Beijing Marriott Hotel City Wall</b> No.7 Jian Guo Men South Avenue Dong Cheng District Beijing 100005 P. R of China</p> <p>Tel: +8610 5811 8740 Fax: +8610 58118747 <a href="http://www.marriottbeijingcitywall.com">www.marriottbeijingcitywall.com</a></p>	<p><b>北京万豪酒店</b> 东城区建国门南大街 7 号 北京 100005</p>
<b>Access</b>	<p>The nearest subway station is Beijing Train Station/Subway line 1 and line 2 subway. The station and subway are approximately 100 meters from the hotel. A Taxi from the airport to the hotel is RMB120 (US\$18) and takes 35-45 minutes. Parking is available at the hotel free of charge.</p>	
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1300 <b>Fair Open to public:</b> 1400 Pre-Fair Seminar for candidates 1500-1800 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 1800</p>	
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b>The venue will only accept deliveries from 2 November</b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour– 5 November 2011</b> <b>(School Name)</b> <b>Beijing Marriott Hotel City Wall</b> <b>No.7 Jian Guo Men South Avenue, Dong Cheng District</b> <b>Beijing 100005</b> <b>P.R. of China</b></p> <p>Contact: Mr Bobby Shi Tel: +8610 5811 8740 Fax: +8610 58118747 Email: <a href="mailto:mhrs.bjscw.event.exet@marriotthotels.com">mhrs.bjscw.event.exet@marriotthotels.com</a></p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>	
<b>Hotel</b>	<p><b>The Beijing Hotel City Wall</b> offers special rates to the <b>QS World MBA Tour</b> from RMB950 (US\$147)+ tax, including breakfast. <u>This rate is only valid for bookings made before 31 October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>	
<b>Visa</b>	<p>We are not able to provide invitation letters for Business visa applications; we suggest that you apply for a tourist visa. Please contact your local embassy or visa service for further information.</p>	

## Hotel Reservation Form – QS World MBA Tour 2011

Last Name		First Name	
Passport No.		Marriott Rewards No.	
Company		Position	
Address			
City		State	
Telephone		Fax	
Special request	( ) non-smoking ( ) king-size bed ( ) Double beds		
<b>FOR DOUBLE OCCUPANCY</b>			
Last Name		First Name	
Passport No.		Marriott Rewards No.	

ROOM TYPE	Room Rate	Arrival Date	Departure Date
Deluxe king-size Room (One Breakfast)	RMB950		

- Rate is subject to 15% service charge per room per day
  - Check in time: 14:00 on day of arrival - Check out time: 12:00 noon
  - Additional breakfast will be charged at CNY180 plus 15% surcharge per person
- Transportation Service (Select your choice and tick)

☐ Audi A6 from Beijing Airport at RMB750 per way per car ☐ Do not require

Arrival Flight		Arrival Time	
Departure Flight		Departure Time	

- Transportation Service arrangements must be on guaranteed basis and a **100% charge will be levied on No Shows.**

### Guarantee method (Please fill in details)

☐ Master Card ☐ Amex ☐ Visa ☐ Diners Club ☐ JCB

Credit Card No.		Expiry Date	
-----------------	--	-------------	--

Name as in Credit Card: \_\_\_\_\_

### (For Hotel Use Only)

Confirmation number \_\_\_\_\_ Signature/Date \_\_\_\_\_

Please complete the form and send to Reservations by **31 October 2011**:

Tel: (86 10) 5811 8888 Fax (86 10) 5811 8699

Email: mhrs.bjscw.reservations@marriott-hotels.com

# Shanghai

## Tuesday 8 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>The Longemont Hotel</b> 1116 Yan An West Road Changning District Shanghai 200052, People's Republic of China</p> <p>Tel: +86 21 6115 9988 Fax: +86 21 6115 9977 <a href="http://www.thelongemonthotels.com">www.thelongemonthotels.com</a></p> <p>中华人民共和国 上海市 延安西路 1116 号 龙之梦丽晶大酒店 邮编 200052</p>
<b>Access</b>	<p>The nearest subway stations are Jiangsu Lu (No 2 line), and South Yan An Road (Line3 &amp; Line4) both are 15 minutes walk from the venue. A taxi from the subway station to the hotel costs RMB15 (US\$2.30), journey time 10 minutes.</p> <p>A taxi from Pudong airport costs RMB200 (US\$31) journey time 50 minutes.</p> <p>A taxi from Hongqiao airport costs RMB40 (\$6.20), journey time 20 minutes.</p> <p>On-site parking is available free of charge for hotel guests or at a cost of RMB8 (US\$1.30) per hour.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600</p> <p><b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates 1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars</p> <p><b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 3 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour - 8 November 2011</b> <b>(School Name)</b> <b>C/O Grace Li</b> <b>The Longemont Hotel</b> <b>No 1116 Yan An West Road</b> <b>Shanghai 200052</b> <b>P.R. China</b></p> <p>Tel: +8621 6115 9988 Fax: +8621 6115 9739 Email: <a href="mailto:gli@longemonthotels.com">gli@longemonthotels.com</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Longemont Hotel</b> offers special rates to the <b>QS World MBA Tour</b> from RMB1500 (US\$232) including tax. <u>This rate is only valid for bookings made before 27 October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>We are not able to provide invitation letters for Business visa applications; we suggest that you apply for a tourist visa. Please contact your local embassy or visa service for further information.</p>

<b>QS World MBA Tour Shanghai</b> <b>8 November 2011</b>	<b>OFFICIAL HOTEL</b> <b>ROOM RESERVATION</b>
<b>To: Ms. Agnes Lei</b>  <b>Direct Fax: +(86-21) 6115 9733</b> <b>Email: reservation.sh@longemonthotels.com</b>	<b>The Longemont Hotel</b> <b>1116 Yan An West Road,</b> <b>Shanghai 200052 China</b> <b>Tel: +(86-21) 6115 9988</b>

QS World MBA Tour has negotiated special room rate at The Longemont Shanghai for the above event.

**Please fax or email this form directly to the Hotel by October 27, 2011.**  
**All Rooms are subject to availability after October 27, 2011.**

COMPLETE DETAILS IN FULL	
<b>Title:</b>	Mr / Mrs / Ms / Dr (Please circle)
<b>Given/First name:</b>	
<b>Family/Last name:</b>	
<b>Company:</b>	
<b>Job title:</b>	
<b>Address:</b>	
<b>Passport/ID Number:</b>	<b>Date of Birth:</b>
<b>Tel. No.:</b>	<b>Fax No.:</b>
<b>Email:</b>	

*Please complete the following:*

Room Category	Room rate per night	Check-in Date	Check-out Date	Number of Person	Smoking	Non Smoking
Deluxe Room (42 Sq. M) Inclusive: One buffet breakfast Internet broadband access	RMB1500 net <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
Studio Room (60 Sq. M) Inclusive: One buffet breakfast Internet broadband access	RMB2000 net <input type="checkbox"/> can be free upgrade with <b>Club Access</b> depends on hotel's availability				<input type="checkbox"/>	<input type="checkbox"/>

<b>ADDITIONAL BREAKFAST @ RMB160+</b> <input type="checkbox"/> 1 Person	
<i>Note: All rates are inclusive 15% service charge</i>	
<b>CREDIT CARD GUARANTEE (RESERVATION NOT GUARANTEED UNLESS FULL CARD DETAILS ARE PROVIDED)</b>	
<input type="checkbox"/> American Express	<input type="checkbox"/> MasterCard
<input type="checkbox"/> Visa	
<b>Card no.:</b>	<b>Expiry Date:</b> (dd-mm-yy)
<b>Cardholder's name on credit card:</b>	
<b>Signature:</b>	

# Taipei

## Thursday 10<sup>th</sup> November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Westin Taipei</b> 133 Nanjing East Road, Sec 3 Taipei, 10487 Taiwan</p> <p>Tel: +886 2 8770 6565 Fax: +886 2 8770 5755 <a href="http://www.westin.com.tw">www.westin.com.tw</a></p> <p>台灣 台北市中山區 南京東路三段 133 號 六福皇宮大飯店 郵政編碼 10487</p>
<b>Access</b>	<p>The hotel is about a 3 minute walk from the Nanjing East Road metro station. A public shuttle by Eva Bus is available from the airport, it takes 1 hour and costs NT\$135 (US\$5). There is a Limousine service from the airport which takes 1 hour and will cost NT\$2400 (US\$83) each way. A taxi from the airport to the hotel will take 45 minutes and cost NT\$1300 (US\$45) each way. Parking is available at the hotel at the rate of NT\$100 (US\$4) per hour.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600 <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates 1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 3<sup>rd</sup> November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour – 10 November 2011</b> <b>(School Name)</b> <b>c/o Dana Chen</b> <b>Westin Taipei</b> <b>133 Nanjing East Road, Sec 3</b> <b>Taipei 10487</b> <b>Taiwan</b></p> <p>Tel: +886 2 3518 3031 Fax: +886 2 8770 5765 Email: <a href="mailto:dana.chen@westin.com.tw">dana.chen@westin.com.tw</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Westin Taipei</b> offers special rates to the <b>QS World MBA Tour</b> from NT\$6500 (US\$225) per person per night, plus tax. <u>This rate is only valid for bookings made before 8<sup>th</sup> October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the link below to book: <a href="http://www.starwoodmeeting.com/Book/QSMBA">http://www.starwoodmeeting.com/Book/QSMBA</a></p>
<b>Visa</b>	<p>Visa requirements for Taiwan vary depending on Nationality please contact your local embassy or visa service for further information.</p>

## Hong Kong

### Saturday 12 November

**1400-1700** (1300: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Holiday Inn Golden Mile Hong Kong</b> 50 Nathan Road, Tsimshatsui, Kowloon Hong Kong</p> <p>Tel: +852 2369 3111 Fax: +852 2369 8016 <a href="http://www.holidayinn.com/hongkong-gldn">www.holidayinn.com/hongkong-gldn</a></p>
<b>Access</b>	<p>The closest MTR (underground station) is Tsim Sha Tsui East Station and it is next door to the hotel. The airport is 40 minutes by taxi and costs HK\$320 (US\$41) per way. There is onsite parking for HK\$65 (US\$8) per hour.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1200 <b>Fair Open to public:</b> 1300 Pre-Fair Seminar for candidates 1400-1700 QS World MBA Tour Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 1700</p>
<b>Deliveries</b>	<p><b>The venue will only accept deliveries from 11 November 2011</b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour – 12 November 2011</b> (School Name) c/o Tracy Chan Holiday Inn Golden Mile 50 Nathan Road, Tsim Sha Tsui Kowloon Hong Kong</p> <p>Tel: +852 2369 3111 Fax: +852 2369 8016 Email : <a href="mailto:tracy.chan@goldenmile.com">tracy.chan@goldenmile.com</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Holiday Inn Golden Mile Hong Kong Hotel</b> offers special rates to the <b>QS World MBA Tour</b> from HK\$1,550.00 (US\$199) + tax. <u>This rate is only valid for bookings made before 14 October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Hong Kong vary depending on Nationality please contact your local embassy or visa service for further information.</p>



## Guangzhou Sunday 13 November

**1500-1800** (1400: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>The Garden Hotel, Guangzhou</b> 368 Huan Shi Dong Lu Guangzhou 510064 P.R of China</p> <p>Tel: +86 20 8333 8989 ext. 388 Fax: +86 20 8384 5253 <a href="http://www.thegardenhotel.com.cn">www.thegardenhotel.com.cn</a></p>	<p>环市东路 368 号 广州市 中华人民共和国</p>
<b>Access</b>	<p>The nearest subway station is East Station, around 12km from the hotel. A taxi from the station to the hotel is RMB30 (US\$5) and takes around 15 minutes. A taxi from the airport to the hotel is RMB150 (US\$23) and takes 45 minutes. Parking is available at the hotel and costs RMB8 (US\$1.30) per hour or RMB64 (US\$10) per day.</p>	
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1300 <b>Fair Open to public:</b> 1400 Pre-Fair Seminar for candidates 1500-1800 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 1800</p>	
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 8 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour– 13 November 2011</b> <b>(School Name)</b> <b>c/o Ms. Nancy Wong</b> <b>The Garden Hotel, Guangzhou</b> <b>368 Huan Shi Dong Lu</b> <b>Guangzhou 510064</b> <b>P.R of China</b></p> <p>Tel: +86 20 8333-8989 ext.3783 Fax: + 86 20 83877543/83324534 Email: <a href="mailto:huangbc@thegardenhotel.com.cn">huangbc@thegardenhotel.com.cn</a></p> <p>We are providing a central document shipping service through OCS who will contact you directly.</p>	
<b>Hotel</b>	<p><b>The Garden Hotel</b> offers special rates to the <b>QS World MBA Tour</b> from RMB980 (US\$152). <u>This rate is only valid for bookings made before 28 October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>	
<b>Visa</b>	<p>We are not able to provide invitation letters for Business visa applications; we suggest that you apply for a tourist visa. Please contact your local embassy or visa service for further information.</p>	

## QS World MBA Tour on November 12-14, 2011 Block Code: QS131100

Please completing this form and returning it before October 28, 2011 by fax or email to:  
Sales & Marketing Department – Ms. Nancy Wong at  
Fax 86 20 83877543 or Email to [huangbc@thegardenhotel.com.cn](mailto:huangbc@thegardenhotel.com.cn) Tel: 86 20 83338989-3783

Surname 姓名	Mr. / Ms. / Mrs. Circle one/请选择	Last/姓	First/名
Nationality 国际	Title 职务	Company 公司名称	
Telephone	Facsimile	Email:	

电话 Country code/Area code/Telephone no. 传真 Country code/Area code/Telephone no. 邮箱

Arrival Date 入住日期		Departure Date 退房日期
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### TYPE OF ROOM / 房间类型

### Room Rate / 房价)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Elite Room / 精英房 (32 Sq meters) | <input type="checkbox"/> RMB980net (1ABF)  | <input type="checkbox"/> RMB1080net (2ABF) |
| <input type="checkbox"/> Deluxe Room/ 豪华房 (64 Sq meters) | <input type="checkbox"/> RMB1380net (1ABF) | <input type="checkbox"/> RMB1480net(2ABF)  |

- Special requests** ☐ Single ☐ Twin ☐ Smoking room ☐ Non-smoking room  
特殊要求 大床 双床 吸烟房 非吸烟房

\*Please note that reservations are subject to availability.

客人的订房要求需根据酒店当日入住情况

\*Check-in time is 15:00 & Check-out time is 14:00 noon.

酒店入住时间为下午 3 点, 退房时间为中午 2 点。

\*American Buffet Breakfast=ABF

### TRAVEL INFORMATION

Arrival Flight 到达航班号		Departure Flight 离开航班号
Airline / Flight # /Arrival Time 航班号/ 到达时间		Airline / Flight # /Arrival Time 航班号/ 起飞时间

- ☐ Limousine pick up/see of at RMB 400 per car per transfer between Baiyun International Airport and Hotel  
酒店与白云国际机场之间小车接送服务单程为人民币 400 元。

- ☐ Guest own arrangement  
客人自行安排。

**Note :** Transfer may only be confirmed with flight details. Please advise the card details to guarantee the limousine service. Penalty charges will be applied if any adjustment or cancellation made less than 4 hours prior the scheduled arrival time.

备注: 请提供信用卡资料作为小车接送服务的担保。任何少于提前 4 小时的更改或取消将会收取一程的车费。

I will guarantee my reservation with 我将使用信用卡担保订房

Please be advised that reservations may only be guaranteed and confirmed with the following information provided. Once subjected booking guaranteed, one night room charge will be incurred if cancel on or after October 28, 2011 on arrival date or no-show. Non-guaranteed booking will be held till 6:00pm on October 28, 2011.

请提供有效的信用卡资料作为阁下订房担保, 凡所担保之房间如在 2011 年 10 月 28 日或以后取消订房或空订, 本店将收取壹晚的房费金额作为补偿。未提供担保之订房, 房间只保留到 2011 年 10 月 28 日晚上 6 时。

- ☐ VISA ☐ Master Card 万事达卡 ☐ American Express 美国运通卡 ☐ Diners Club 大来卡 ☐ JCB

Credit Card Number 信用卡号码		Expiry Date 有效日期
Signature 签名	Date 日期	

### HOTEL USE ONLY 酒店填写

- Booking is ☐ Confirmed ☐ Not Confirmed  
订房 已确认 未确认

Remarks  
备注

## Manila

### Tuesday 15 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>The Peninsula, Manila</b>          Corner of Ayala and Makati Avenues,          1226 Makati City,          Metro Manila,          Philippines</p> <p>Tel: +632 887 2888          Fax: +632 581 6877  <a href="http://www.peninsula.com">www.peninsula.com</a></p>
<b>Access</b>	<p>Manila Railway Transit – Ayala Station is 700 metres walking distance to the hotel. The hotel provides an airport shuttle which costs from PHP2,300(US\$53) each way and takes 30 – 45 minutes.          A taxi from the airport to the hotel will take 30 - 45 minutes and costs PHP300 (US\$7)          Parking is available at the hotel and costs PHP75 (US\$1.75) for the first 2 hours and PHP75 for every subsequent hour.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600  <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates          1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars  <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 12 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked:  <b>QS World MBA Tour-15 November 2011</b>  <b>(School Name)</b>  <b>The Peninsula Manila</b>  <b>Corner Ayala and Makati Avenues</b>  <b>1226 Makati City,</b>  <b>Metro Manila,</b>  <b>Philippines</b></p> <p>Ms. Joy Pammit          Tel: +632 887 8888 ext. 6616          Fax: + 632 8443301          Email: <a href="mailto:joypammit@peninsula.com">joypammit@peninsula.com</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Peninsula Manila</b> offers special rates to the <b>QS World MBA Tour</b> from PHP 8582 (US\$197) per night plus tax. <b><u>This rate is only valid for bookings made before 21 October 2011</u></b></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for The Philippines vary depending on Nationality please contact your local embassy or visa service for further information.</p>

# THE PENINSULA

M A N I L A

## Room Reservation Form

**BOOKING CONTACT :** *Please fill in and fax return to the attention to Ms Joy Pammit, Events Manager*  
*Tel : (63) 2 8872888 local 6616 / Fax : (63) 2 844 3301 / Email : joypammit@peninsula.com*

**SURNAME:**

**FIRST NAME:**

**JOB TITLE :**

**COMPANY NAME:**

**COUNTRY:**

**TELEPHONE NUMBER:**

**FACSIMILE NUMBER:**

**E-MAIL ADDRESS:**

**PASSPORT NUMBER:**

**EXP. DATE:**

**NATIONALITY:**

**ARRIVAL DATE:**

**DEPARTURE DATE:**

**ARRIVAL FLIGHT / TIME :**

**DEPARTURE FLIGHT / TIME :**

**CHOICE OF ROOM CATEGORIES :**

- ☐ Superior Room (king / queen).....PHP 8,582.00 net (P7,000++)
- ☐ Deluxe Room (king / twin)..... PHP 9,808.00 net (P8,000++)

\* Please select the room category for your stay by putting a tick in the box after the rate listed above

\* All rates are inclusive of 12% Value Added Tax and 10% service charge per room per night.

\* The rooms listed above are subject to availability upon receipt of the room reservation form.

\* All reservations made after **October 21, 2011** are subject to availability.

\* The standard check-in time is 2:00 pm and check-out time is 12:00 noon.

\* Cancellations must be received **2 days prior to arrival day**, before 6PM local time, to avoid a penalty of one night room charge.

\* Please refer to the room description below for reference

\* Valid credit card details are required to guarantee the booking.

**SMOKER ( ) NON-SMOKER ( )**

**BEDDING REQUIREMENT:**

**TRANSFER BY MERCEDES BENZ :** Not required \_\_\_ / Arrival \_\_\_ / Departure \_\_\_ / Round-trip \_\_\_  
(\*PHP 3,200 nett - ONE WAY)

**TRANSFER BY NISSAN CEFIRO :** Not required \_\_\_ / Arrival \_\_\_ / Departure \_\_\_ / Round-trip \_\_\_  
(\*PHP 2,800 nett - ONE WAY)

**TRANSFER BY NISSAN SENTRA :** Not required \_\_\_ / Arrival \_\_\_ / Departure \_\_\_ / Round-trip \_\_\_  
(\*PHP 2,300 nett - ONE WAY)

**SUPERIOR ROOM** (38 sq m / 405 sq ft)

Room Description : [http://www.peninsula.com/Peninsula\\_Hotels/en/default.aspx#/Manila/en/Accommodation/Superior\\_Room/](http://www.peninsula.com/Peninsula_Hotels/en/default.aspx#/Manila/en/Accommodation/Superior_Room/)

**CREDIT CARD HOLDER'S NAME:**

**CREDIT CARD:** AMEX / VISA / MASTER CARD / DINERS CLUB / JCB

**CREDIT CARD NUMBER:**

**EXPIRATION DATE:**

**CARD HOLDER'S SIGNATURE :**

## Kuala Lumpur

### Friday 18 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Crowne Plaza Mutiara Kuala Lumpur</b>  Jalan Sultan Ismail  Kuala Lumpur  Malaysia  50250</p> <p>Tel: +6 03 2148 2322  Fax: +6 03 2146 3895  <a href="http://www.crowneplaza.com/kualalumpur">www.crowneplaza.com/kualalumpur</a></p>
<b>Access</b>	<p>The nearest station is Raja Chulan Monorail Station, only 50m from the hotel. Airport transfer is available from RM180 (US\$60) each way. A taxi from the airport to the hotel is RM80 (US\$23) and takes 45 minutes. Parking is available at the hotel is RM10 (US\$1.30) flat rate.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600  <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates  1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars  <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 16 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked:  <b>QS World MBA Tour-18 November 2011</b>  <b>(School Name)</b>  <b>Crowne Plaza Mutiara Kuala Lumpur</b>  <b>Jalan Sultan Ismail</b>  <b>Kuala Lumpur</b>  <b>Malaysia</b>  <b>50250</b></p> <p>Ms. Jane Ng  Tel: +6 03 2148 2322  Fax: +6 03 2146 3895  Email: <a href="mailto:jane.ng@cpmkl.com">jane.ng@cpmkl.com</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Crowne Plaza</b> offers special rates to the <b>QS World MBA Tour</b> from RM350 (US\$197) per night plus tax, inclusive breakfast. <b><u>The room rate is subject to availability.</u></b></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Malaysia vary depending on Nationality please contact your local embassy or visa service for further information.</p>



**QS Ltd**  
**World MBA Tour Fall 2011**  
**18<sup>th</sup> November 2011**

Registrant's name : \_\_\_\_\_  
Surname First Name  
Sharing with (if applicable) : \_\_\_\_\_  
Postal address : \_\_\_\_\_  
Telephone Number : \_\_\_\_\_ Facsimile Number : \_\_\_\_\_  
Passport Number : \_\_\_\_\_ Expire Date : \_\_\_\_\_  
Email address : \_\_\_\_\_  
Check In Date : \_\_\_\_\_ Flight No / ETA : \_\_\_\_\_  
Check Out Date : \_\_\_\_\_ Flight No / ETD : \_\_\_\_\_  
Number of Nights : \_\_\_\_\_ Smoking/Non Smoking: \_\_\_\_\_

**Room Type (Please tick)**

Room	Single Rate	Double Rate
Deluxe Room	RM350.00++	RM390.00++

\* room rate is inclusive of **breakfast and Internet**

Special Requests \_\_\_\_\_

**Limousine Services (Please indicate)**

Airport transfer arrangement requires flight number & credit card guarantee. (A surcharge of 50% applies between 0001hrs to 0600hrs).		
	RM 180.00 nett per way for transfer in and out of Kuala Lumpur International Airport with Proton Perdana	_____Way
	RM 280.00 nett per way for transfer in and out of Kuala Lumpur International Airport with Mercedes	_____Way

**Credit Card Details**

Credit Card Number: \_\_\_\_\_ Expiry Date \_\_\_\_ / \_\_\_\_

3 digits Security ID for Visa / Master : \_\_\_\_\_ 4 digits ID for Amex : \_\_\_\_\_

Card Holder Name : \_\_\_\_\_ Guest Signature : \_\_\_\_\_

**PLEASE FAX US THE FRONT & BACK OF THE CREDIT CARD TOGETHER WITH THIS RESERVATIONS FORM, IN ORDER TO ENJOY THE RATE ABOVE**

**Terms & Conditions:**

- Official check-in time is 1400hrs and check-out time is 1200hrs.
- Full-day room rates will applicable for a guaranteed check-in before 1200noon.
- Late check out shall be chargeable at 50% of room charge till 1800hrs, and full room rate is chargeable after 1800hrs.
- All reservations must be guarantee with credit card number & expiry date.
- Any flight changes must be advised at least 24 hours prior to arrival

**REMARKS:**

- |                       |   |
|-----------------------|---|
| • <b>Reservations</b> | - All room bookings must be made through the Reservation Department and subject to space & rate availability. |
| • <b>Cancellation</b> | - Rooms may be cancelled 48 hours prior to arrival without penalty.   |
| • <b>No Show</b>      | - One night room rate will be charged to the credit card without any notice.                                  |

FAX/EMAIL HOTEL RESERVATION FORM TO

**Reservation Department**

Crowne Plaza Mutiara Kuala Lumpur

FAX NO: 60-3-2146-3608

TEL NO: 60-3-2146-3616

**EMAIL: [reservation@cpmkl.com](mailto:reservation@cpmkl.com)**

## Singapore

### Sunday 20 November

**1400-1700** (1300: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Swissotel The Stamford</b>  <b>Raffles City Convention Centre</b>  2 Stamford Road  Singapore  178882</p> <p>Tel: +6338 8585  Fax: +6336 8783  <a href="http://www.swissotel.com/singapore-stamford">www.swissotel.com/singapore-stamford</a></p>
<b>Access</b>	<p>The nearest station is City Hall MRT Station and the hotel is above the station. A taxi from the airport to the hotel is SGD30 (US\$24) and takes 30 - 45 minutes. Parking is available at the hotel and costs SGD2 (US\$1.60) for the first 2 hours and SGD0.30 (US\$0.25) for every subsequent 15 minutes.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1200  <b>Fair Open to public:</b> 1300 Pre-Fair Seminar for candidates  1400-1700 <b>QS World MBA Tour</b> Fair &amp; Seminars  <b>Breakdown:</b> The room will have to be cleared at 1700</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 18 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked:  <b>QS World MBA Tour-20 November 2011</b>  <b>(School Name)</b>  <b>Raffles City Convention Centre</b>  <b>80 Bras Basah Road</b>  <b>Singapore</b>  <b>189560</b></p> <p>Cheryl Neo – Conference Services  Tel: +6431 6013 / 6431 5038  Fax: + 6431 6030 / 6336 8783  Email: <a href="mailto:cheryl.neo@fairmont.com">cheryl.neo@fairmont.com</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly..</b></p>
<b>Hotel</b>	<p><b>The Swissotel The Stamford</b> offers special rates to the <b>QS World MBA Tour</b> from SGD280 (US\$228) per night plus tax. <b><u>This rate is only valid for bookings made before 19 October 2011.</u></b></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Singapore vary depending on Nationality please contact your local embassy or visa service for further information.</p>

## ROOM RESERVATION FORM

QS World MBA Tour / Block Code: AQS191111  
20 November 2011

*Reservations received after **19 October 2011, Wednesday** will be subjected to rooms and rates availability*

### A. Room Reservation Request

Title : ☐ Mr ☐ Mrs ☐ Mdm ☐ Ms

Family/Last Name : \_\_\_\_\_ Given/First Name : \_\_\_\_\_

Company : \_\_\_\_\_

Designation : \_\_\_\_\_

Mailing Address : \_\_\_\_\_

City : \_\_\_\_\_ State : \_\_\_\_\_ Postal/Zip Code : \_\_\_\_\_

Country : \_\_\_\_\_ Phone : \_\_\_\_\_ Fax/Telex No : \_\_\_\_\_

Date of Arrival : \_\_\_\_\_ Date of Departure : \_\_\_\_\_ Number of Nights : \_\_\_\_\_

Flight Number / Arrival Time : \_\_\_\_\_ Flight Number / Departure Time : \_\_\_\_\_

(Check-in time : 2 pm, Check-out time : 12 pm)

• If you are arriving between midnight and the official check-in time, please make the reservation from the day before.

### B. Room Type & Rate (Please tick appropriate box)

☐ Classic Room

Swissotel The Stamford, Singapore  
S\$ 280.00 ++

- Room rates is based on room only.
- All room rates are in Singapore Dollars and are subject to 10% service charge and prevailing goods & services tax.

### C. Room Deposit

Please bill to my credit card :

Card Number : \_\_\_\_\_ Expiry Date : \_\_\_\_\_

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card holder's name on credit card : \_\_\_\_\_  
(Please print)

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

#### Terms & Conditions

- Rooms will be confirmed only if guaranteed by credit card.
- One night room charge is applicable for cancellation received after **19 October 2011, Wednesday** and for no-shows.
- This form is not valid for 3<sup>rd</sup> party authorisation, kindly contact hotel directly for this arrangement.

#### Official Use

Taken By : \_\_\_\_\_ Date/Time : \_\_\_\_\_

Confirmed By : \_\_\_\_\_

# Bangkok

## Tuesday 22 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Centara Grand &amp; Bangkok Convention Centre at Central World</b>            999/99 Rama 1 Road            Pathumwan            Bangkok 10330            Thailand</p> <p>Tel: +66 2 254 1234            Fax: +66-2 100 1235  <a href="http://www.centarahotelsresorts.com">www.centarahotelsresorts.com</a></p>
<b>Access</b>	<p>Sky Train: Siam Station is 3 minutes walk from the venue.            A taxi from the airport to the hotel costs approximately THB500(US\$49) and will take 45 minutes.            Parking is available on site, free of charge, for all delegates and exhibitors. Please scan your parking ticket in front the function room.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600  <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates            1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars  <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 18<sup>th</sup> November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked:  <b>QS World MBA Tour - 22 November 2011</b>  <b>(School Name)</b>  <b>Central World Hotel Co. Ltd.</b>  <b>999/99 Rama 1 Road,</b>  <b>Patumwan,</b>  <b>Bangkok 10330</b>  <b>Thailand</b></p> <p>Contact: Ms. Kwanjit Damrongsatayaporn            Tel: +662-100-1234 ext. 6364            Fax: +66-2 100 6248            Email: <a href="mailto:Kwanjitda@chr.co.th">Kwanjitda@chr.co.th</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly</b></p>
<b>Hotel</b>	<p>The <b>Centara Grand</b> offers special rates to the <b>QS World MBA Tour</b> from THB 4,400 (US\$155/€112) per night (breakfast included) plus taxes. <u>This rate is only valid for bookings made before 31 October 2011.</u></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Thailand vary depending on Nationality please contact your local embassy or visa service for further information.</p>

**HOTEL RESERVATION FORM – QS World MBA Tour, Bangkok 2011**  
**Exhibitors only**

Please send reservation to: Kwanjit Damrongsatayaporn – Senior Sales Manager  
Centara Grand & Bangkok Convention Centre at CentralWorld  
999/99 Rama 1, Pathumwan  
Bangkok 10330 Thailand  
Tel. No: +66 2100 1234 ext. 6364 Fax No: +66 2100 6248  
Email: [cgcwsales@chr.co.th](mailto:cgcwsales@chr.co.th)

\*\*\* PLEASE FILL IN THE FORM WITH BLOCK LETTER \*\*\*

\*\*\* Booking cut-off date is on October 31, 2011 \*\*\*

Title Mr./ Mrs. / Ms. / Dr.	First Name	Last Name	
Company Name			
Address			
E-Mail		Phone No.	Fax No.
Nationality	Passport No.		
Arrival Date	Flight details	Departure Date	Flight details
Remarks			

TYPE OF ACCOMMODATION	ROOM RATE (THB)	OCCUPANTS		TOTAL	Smoking	Non- Smoking
		Adults	Child			
Deluxe Single Room (Room with Breakfast)	4,400 net					
Deluxe Double Room (Room with Breakfast)	4,800 net					

*Remark: The rates are quoted per room per night, inclusive of daily breakfast, 10% service charge and 7% government tax. Additional Breakfast at THB690 ++ per person.*

**AIRPORT TRANSFER** (Mercedes Benz) at THB 2,500 net / car / trip (maximum 3 guests / car)

**Limousine from the airport to the hotel**    ☐ Yes    ☐ No

**Limousine from the hotel to the airport**    ☐ Yes    ☐ No

**Remarks:**

After passing through the custom, to meet our airport representative who shows the placard that identifies the hotel's name and logo.

**CHARGE DETAILS**

Own Account    ☐    Credit Card no.: \_\_\_\_\_ Expiry Date \_\_\_\_\_  
Credit Card: VISA – AMEX– MASTERCARD– JCB– DINERS

*Credit card details are required in order to guarantee the room reservation. Participants may cancel their reservation by notifying the hotel 72 hours prior the arrival date. In the event that cancellation is not notified to the hotel or no-show on the arrival date, a penalty charge of one night room charge will be deducted from guest's credit card or prepaid deposit.*

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

*This reservation form is strictly for this group only.*

For official use

## Ho Chi Minh

### Thursday 24 November

**1800-2100** (1700: 1 hour Pre-Fair Candidate Admissions Seminar)

<b>Venue</b>	<p><b>Sofitel Saigon Plaza</b> Le Duan Boulevard District 1 Ho Chi Minh City Vietnam</p> <p>Tel: +84 8 3824 1555 Fax: +84 3824 1666 <a href="http://www.sofitel.com">www.sofitel.com</a></p>
<b>Access</b>	<p>The nearest bus station is Saigon Bus. The bus station is 500 meters from the hotel. The hotel provides an airport shuttle which costs USD45 (€31) each way and takes 20 minutes. A taxi from the airport to the hotel is USD10 (€7) and takes 20 minutes. Free parking is available at the hotel.</p>
<b>Timetable</b>	<p><b>Set-up:</b> Exhibitor access from 1600 <b>Fair Open to public:</b> 1700 Pre-Fair Seminar for candidates 1800-2100 <b>QS World MBA Tour</b> Fair &amp; Seminars <b>Breakdown:</b> The room will have to be cleared at 2100</p>
<b>Deliveries</b> If you are not using OCS please travel with your courier company name, tracking number and the local office telephone number	<p><b><u>The venue will only accept deliveries from 23 November 2011</u></b> with custom duty cleared. A list of materials to be delivered should be sent to the venue so they can monitor incoming cartons/parcels.</p> <p><b>Please note that all duty charges must be cleared prior to the venue accepting any cartons/parcels.</b></p> <p>All deliveries should be clearly marked: <b>QS World MBA Tour- 24 November 2011</b> <b>(School Name)</b> <b>Sofitel Saigon Plaza</b> <b>17 Le Duan Boulevard, Ben Nghe Ward</b> <b>District I</b> <b>Ho Chi Minh City</b> <b>Vietnam</b></p> <p>Ms. Nguyen Thanh Thao VY Tel: +84 914 147 526 Fax: + 84 8 2314 1666 Email: <a href="mailto:meetings@sofitelsaigon.com.vn">meetings@sofitelsaigon.com.vn</a></p> <p><b>We are providing a central document shipping service through OCS who will contact you directly.</b></p>
<b>Hotel</b>	<p><b>The Sofitel Saigon Plaza</b> offers special rates to the <b>QS World MBA Tour</b> from USD140 (€96) per night plus tax. <b><u>This rate is only valid for bookings made before 4 September 2011</u></b></p> <p>To ensure this price please quote <b>QS World MBA Tour</b> and use the attached hotel reservation form to book.</p>
<b>Visa</b>	<p>Visa requirements for Vietnam vary depending on Nationality please contact your local embassy or visa service for further information.</p>

## HOTEL ROOM RESERVATION REQUEST FORM

**Please send your reservation form to the hotel by 4<sup>th</sup> September 2011**

### 1. YOUR DETAILS *(Please complete in block capitals, use black ink if sent by fax)*

Family name: _____	Given name: _____
Job title: _____	Organisation: _____
Address: _____	
E-mail: _____	Cell phone: _____
Tel (direct line): _____	Fax (for confirmation): _____

### 2. ACCOMMODATION/ AIRPORT TRANSFER:

<b>I would like to book one room as follows:</b>	
<input type="checkbox"/> Single Superior room at <b>Sofitel Saigon Plaza</b> ( Single / Double occupancy) USD140++	
<input type="checkbox"/> Single Luxury Room at <b>Sofitel Saigon Plaza</b> ( Single / Double occupancy ) USD160++	
<input type="checkbox"/> Single Luxury Club Sofitel Room at <b>Sofitel Saigon Plaza</b> ( Single / Double occupancy ) USD200++	
<i>The room price is quoted in US dollars per room per night for single occupancy, subject to 5% service charge and 10%VAT.</i>	
<b>Preferences:</b> <input type="checkbox"/> Smoking <input type="checkbox"/> Non-smoking <input type="checkbox"/> King bed <input type="checkbox"/> Twin Room <i>(On request and subject to availability)</i>	
<b>Dates of stay and flight information:</b>	
Arrival date: _____	Flight number: _____    Arrival time: _____
Departure date: _____	Flight number: _____    Departure time: _____
Airport pick-up: <input type="checkbox"/> YES / <input type="checkbox"/> NO	<input type="checkbox"/> Mercedes Class E USD 45.00++ / way (max. 3 persons)
Airport drop-off: <input type="checkbox"/> YES / <input type="checkbox"/> NO	<input type="checkbox"/> Mercedes Class E USD 45.00++ / way (max. 3 persons)
Special Requirements <i>(if any)</i> : _____	

### 3. PAYMENT:

<b>Name of Credit Card:</b>	
<b>Guaranteed to Credit card number:</b>	
<b>Type of Credit Card:</b>	
<b>Expiry Date:</b>	

**Please note:**

- Official Check in time is at 14:00 hours. If you wish to guarantee early availability of your room before 14:00 hours, you should reserve your room the night before at an additional night's charge by indicating this on the form. Otherwise, early arrivals are subject to availability upon check in.
- Official Check out time is at 12:00 hours. Use your room from 12:00 to 18:00 hours can be arranged and confirmed at 50% of the agreed room rates. Full day's rate will be chargeable for use of room beyond 18:00 hours
- Credit card details / deposit is required to guarantee your reservation
- A penalty charge for all room nights reserved shall be levied for any no shows
- For guaranteed reservations, the room will be held for the late arrival
- A cancellation number is given out whenever cancellation is made. Please take note of this number for reference regarding cancellation of guaranteed reservation

### 4. CONFIRMATION *(To be completed by the hotel)*

Your booking is confirmed as requested. Confirmation no.: _____	
Confirmed by: _____	Date: _____

**Please send this form to:**

Ms. Nguyen Thi Xuan Dung – Reservation Manager – E-Mail: <a href="mailto:reservations@sofitelsaigon.com.vn">reservations@sofitelsaigon.com.vn</a> <b>Fax: +84-8-38235511 (direct)</b>
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