



February 20, 2023

**National Taiwan Sport University**  
Mr. Wu

Dear Mr. Wu,

We would like to express our gratitude for your kind support. We certainly look forward to your patronage, and are pleased to enclose our preferred corporate rate agreement for your perusal.

### **2023 CORPORATE RATES**

<b>Room Categories</b>	<b>Published Rate</b>	<b>Corporate Rate Single Occupancy</b>
Superior Room	NT\$12,800	NT\$ 4,900 NET
Deluxe Room	NT\$18,800	NT\$ 6,400 NET
Executive Suite	NT\$22,800	NT\$ 7,900 NET
Corner Suite	NT\$26,800	NT\$ 9,400 NET

- I. Above corporate rate is effective from January 2<sup>nd</sup>, 2023 until December 30<sup>th</sup>, 2023, and quoted per night/per room to a maximum of double occupancy with daily buffet breakfast.
- II. Above corporate rate is inclusive of 10% service charge and 5% tax.
- III. Double occupancy will charge additional **NT\$450 NET** including one daily buffet breakfast.
- IV. NT\$ 1,800 NET will be applied for 3rd occupant with one daily buffet breakfast and an extra bed only for book Deluxe Room and above.
- V. Corporate rates are not applicable during New Year January 1<sup>st</sup> 2023, Lunar New Year January 22<sup>nd</sup> – January 24<sup>th</sup> 2023 and Year-End December 30<sup>th</sup> 2023 - January 1<sup>st</sup>, 2024.
- VI. All bookings required guarantee upon confirmation.
- VII. Guests failing to cancel 72 hours prior to arrival will incur a penalty equivalent to a one night room charge. Cancellation is based on 12:00PM Taipei time (GMT +8).
- VIII. The published rates do not include 10% service charge and breakfast but complimentary services.
- IX. Guest check-in time is 15:00 (3pm). Rooms confirmed will generally be available for check-in after 15:00 on the date of arrival. Guests arriving prior to this time will be allocated rooms as soon as the rooms become available. For all early check-ins, we strongly recommend that you reserve the rooms one night before in order to guarantee early check-in.
- X. Check-out time is 12:00 noon. Guests requiring special consideration for late check-out should make their request when placing reservations. Rooms may be extended until 18:00 at a charge of half the room rate plus 10% service charge per room, and subject to availability. After 18:00, rooms will be charged at the full rate.
- XI. Free access to the Proust VIP Lounge when guest reserve The Executive Suite and Corner Suite.
- XII. Complimentary services for all room types:
  - Wireless internet access in hotel.
  - Two-hour usage of Business Center Conference Room per day (subject to availability).
  - Shoe-shine service.
  - Turndown service between 18:00-21:00 once a day.
  - Usage of the fully equipped Fitness Center.
  - Offer an in-house drink coupon per stay.
  - Parking privileges will be provided to overnight guests and two hours complimentary parking will be extended to the visitor of our registered guests. Please contact the Front Office for details.

## **RESERVATION PROCEDURES**

For individual reservations, please call the direct reservation hotline at 886-2-2597-1234. For a group booking of 8 rooms or above, please contact **Aaron Siao, Assistant Account Manager of Sales & Marketing** at 886-2-7735-2357. All bookings must be made directly by your company with specification of the company name to secure your preferred rates. Should you appoint an official travel agent to handle your reservations, please advise us of this arrangement in writing to ensure your corporate rate.

## **GUARANTEE OF ROOM RESERVATIONS**

Credit card guarantee is highly recommended to secure all reservations. Please note that non-guaranteed reservations will only be held until 16:00 on the day of arrival unless prior arrangements have been made. A one-night room charge will be incurred for any no-show or cancellation within 72 hours of the arrival date.

## **COMPANY ACCOUNTS AND CREDIT ARRANGEMENTS**

Prior approval must be obtained no less than 72 hours before the guest's expected arrival date if charges and invoices are to be billed to your company. A written request is required with the authorized signatures on company letterhead, stating the guest's name, the period of his/her stay and the services and amenities which the company will cover such as the room rate, breakfast, internet, incidentals, etc.

## **PAYMENT TERMS**

Full payment is required prior to the guest's departure unless the Hotel has granted a written credit arrangement in advance.

*Payable : The Landis Taipei Hotel Co., Ltd.*

*Bank Name : The Medium Business Bank of Taiwan Chien-Kuo Branch*

*Bank Tel : (02)2509-7171*

*Address : No4, Sec.3, Minquan East Road, Taipei City 104, Taiwan(ROC)*

*Acc No : 00101002020*

*Swift code : MBBTTWTP081*

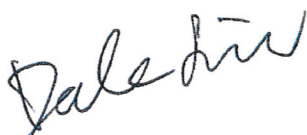
## **CONDITIONS**

Only direct and contracted employees of **National Taiwan Sport University** are eligible for preferred corporate rates, which must be booked directly via the hotel's reservations department or through a non-commissionable agent.

- Direct billing of guest charges is available if a credit application is made through our accounting department in advance.

We trust this agreement meets your approval and look forward to the return of the original agreement duly signed. In the meantime, if you have any questions or concerns, please do not hesitate to contact your **Assistant Account Manager of Sales & Marketing, Aaron Siao**.

For and on behalf of  
**The Landis Taipei**



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Dale Lin  
Sales and Marketing Sr. Account Manager

**National Taiwan Sport University**



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Accepted and Agreed by