

Date : April 25, 2018

From : Monica Pham Thi Lua – Assistant Front Office Manager.

Tel : (84 24) 3829 3829 Fax: (84 24) 3715 3730.

Address : 76 Yen Phu Street, Tay Ho District, Hanoi, Vietnam.

To : Nguyễn Phương Liên

Contact : LienNP@childfund.org.vn

Company : CHILDFUND VIETNAM

Subject : CONFIRMATION OF ROOM RESERVATION

Dear Ms. Lien,

Thank you for choosing our hotel. We are pleased to confirm your reservation with details as follow:

|  |  |  |  |
| --- | --- | --- | --- |
| Guest’s Name | Check-in date | Check-out date | Room Type |
| 48 rooms (as per attached rooming list) | From 5th Apr 2018 | To 21st Apr 2018 | Superior city view |

Billing Instruction: Room charges will be settled by ChildFund. Incidental charges to guest’ account.

**Room reservation is inclusive of:**

\* Complimentary buffet breakfast at Tivoli café (6am to 10am)

\* Complimentary tea/coffee sachets (2 sachets per day)

\* Complimentary 02 bottles of drinking water per day

\* Internet LAN cable and WIFI

\* Gymnasium/ steam/ sauna/ Jacuzzi and swimming pool

\* 50 international cable-tv channels in room

**Note the Terms & Conditions:**

1. Hotel check-in time after 2pm, check-out before 12noon.Early check in or late checkout kindly inform us to know availability and additional fee.
2. Amendment or cancellation notice must be advised and received by hotel reservation via email at least before 1Apr 2018 or one night cancellation fee will be charged.
3. In event of a no-show or late cancelation (48 hours prior to guests’ arrival date), a full booking cancellation fee equivalent to number of rooms will be charged.

We look forward to welcoming your guest here soon and please do not hesitate to contact us should you require any assistance. Have a pleasant and enjoyable stay with us.

Yours sincerely,

Confirmed by

Signed

Monica Pham Thi Lua

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PARTICIPANT LIST FOR ACCOMMODATION BOOKING** | | | | | | |
|
| **No** | **Full name** | **Passport no.** | **Accommodation Booking** | | | |
| **Call 1** | | **Call 2** | |
| **Check-in** | **Check-out** | **Check-in** | **Check-out** |
|  | **ATF/APC meetings** |  |  |  |  |  |
| 1 | **Sung Ho Lee** | M82466843 | 06/04/2018 | 10/04/2018 |  |  |
| 2 | **Na Young Kim** | M16128726 | 06/04/2018 | 10/04/2018 |  |  |
| 3 | **Erin Rose Kennedy** | 478505649 | 05/04/2018 | 12/04/2018 |  |  |
| 4 | **Philippa Jane Nicholson** | LH325826 | 06/04/2018 | 09/04/2018 |  |  |
| 5 | **Catherine Lalonde** | HP939788 | 06/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 6 | **Pil Young Lee** | M84935267 | 08/04/2018 | 12/04/2018 |  |  |
| 7 | **Myongsin Lee** | M12415321 | 08/04/2018 | 12/04/2018 |  |  |
| 8 | **Lauren Amanda Caleo** | PA8623327 | 08/04/2018 | 12/04/2018 |  |  |
| 9 | **Sarah Joan Stevenson** | GK541255 | 05/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 10 | **Paulus Frederikus Maria Bode** | BU3C38FR7 | 07/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 11 | **Nana Hosoi** | TK2266190 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 12 | **Martina Hibell** | 86962669 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 13 | **Yukiko Yamada (Morovic)** | TZ1150583 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 14 | **Vanessa Quintero Mena** | 14DT21091 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 15 | **Shona Kathleen Jennings** | LK692107 | 06/04/2018 | 12/04/2018 | 13/04/2018 | 18/04/2018 |
| 16 | **Margaret Mary Sheehan** | E4078786 | 07/04/2018 | 12/04/2018 | 13/04/2018 | 18/04/2018 |
| 17 | **Katherine Anne Ronberg** | 458700482 | 05/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 18 | **Macarena Quintanilla Cespedes** | AAD753347 | 06/04/2018 | 11/04/2018 |  |  |
| 19 | **Maggie Menghua Zeng** | HP018605 | 06/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 20 | **Clodagh Byrne** | PD9494905 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 21 | **Anette Sandström** | 93392963 | 07/04/2018 | 12/04/2018 | 13/04/2018 | 21/04/2018 |
| 22 | **Larissa Tuohy** | PA2591205 | 06/04/2018 | 12/04/2018 |  |  |
|  | **CMC meeting** |  |  |  |  |  |
| 23 | **Robert Gordon Doole** | 511037700 | 06/04/2018 | 12/04/2018 |  |  |
| 24 | **Corbin Mark Andrews** | HK905012 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 25 | **Marco Antonio Hernandez Cortes** | G04785217 | 05/04/2018 **(double room)** | 14/04/2018 |  |  |
| 26 | **Agueda Pacheco de Melo Barreto** | FK567190 | 06/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 27 | **Sonia Irene Bozzi** | 452108982 | 06/04/2018 **(double room)** | 14/04/2018 |  |  |
| 28 | **Yuka Kanamaru** | TK9952573 | 08/04/2018 | 12/04/2018 |  |  |
| 29 | **Diana Quick Groh** | 522960098 | 05/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 30 | **Floriane Rosine Hubert** | 14DT49987 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 31 | **SinHyouk Im** | M11586559 | 08/04/2018 | 12/04/2018 |  |  |
| 32 | **Yoonmi Jung** | M03052006 | 08/04/2018 | 12/04/2018 |  |  |
| 33 | **Gerson Pacheco** | FR479840 | 08/04/2018 **(double room)** | 19/04/2018 |  |  |
| 34 | **Susanne Gisela Maria Melms** | 89565716 | 07/04/2018 | 12/04/2018 | 13/04/2018 | 14/04/2018 |
| 35 | **Johanne Sarah Tallec** | 16CR84855 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 36 | **Antje Becker** | C89H874TP | 08/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 37 | **Karen Lee Foard** | N1019413 | 07/04/2018 | 12/04/2018 | 13/04/2018 | 15/04/2018 |
| 38 | **Kanchada Piriyarangsan** | AA4252662 | 08/04/2018 | 11/04/2018 |  |  |
| 39 | **Bancha Jenpiyapong** | AA9906267 | 08/04/2018 | 11/04/2018 |  |  |
| 40 | **Pauline Marie Elise Mayer** | C1V5RXMRM | 07/04/2018 | 12/04/2018 |  |  |
| 41 | **Diana Berneen Mason** | PE0375129 | 06/04/2018 | 12/04/2018 |  |  |
| 42 | **Elena Alliloueva** | 530453176 | 08/04/2018 | 12/04/2018 |  |  |
| 43 | **Leanne Judith Tiscornia** | LH254954 | 06/04/2018 | 12/04/2018 | 13/04/2018 | 19/04/2018 |
| 44 | **Sandra G Upeslacis** | HM168764 | 08/04/2018 | 12/04/2018 |  |  |
| 45 | **Elodia Gimenez Jose** | PAF829236 | 08/04/2018 | 12/04/2018 | 13/04/2018 | 16/04/2018 |
| 46 | **Neelam Makhijani** | 534781022 | 08/04/2018 | 11/04/2018 |  |  |
| 47 | **Nirmala Rani Alphonse** | Z2791092 | 08/04/2018 | 11/04/2018 | To be confirmed | |
| 48 | **Christopher John Mastaglio** | 551702154 | 07/04/2018 | 12/04/2018 |  |  |