

The name of the meeting

会议名称: 康辉集团北京国际会议展览有限公司

The date of the meeting:

会议日期: 2025 年 9 月 19-23 日

Contact Name:

联系人: 郭女士

Re: Meeting (Group) Contract

Reference Code (合同代码)

主题: 会议(团队)合同

非常感谢您选择了海宁开元名都大酒店, 我们真诚地欢迎您的会议(团队), 并希望你们能再次光临!

Thanks for choosing New Century Grand Hotel Haining, we sincerely welcome you and hope you can come next time.

一、客房安排/ROOM ARRANGEMENT

房间类型 Room type	9 月 19 日	9 月 20 日	9 月 21 日	9 月 22 日	协议房价 (元/间/晚)
元选大床	30 间	45 间	43 间	15 间	300 元/间
元选双床	19 间	25 间	24 间	10 间	300 元/间
豪华大/商务大	50 间	80 间	76 间	50 间	400 元/间
豪华双/商务双	166 间	240 间	227 间	170 间	380 元/间
备注	1、8 月 30 日前确定总用房数量, 下浮不超 25%; 2、提前 7 日确定用房数量, 每日保底下浮不超 10%; 3、报到当天 19 日和 20 日, 当天 18 点确定用房数量下浮不超 3%, 另 18 点后保留房为担保全额房费; 4、预计房费: 470840 元。				



乙方安排说明 Arranges the explanation:

- 以上会议房价均为人民币净价, 包含 2 份早餐, 将不再加收服务费。

The above rate is the Renminbi net price, contains 2 breakfasts, no longer will collect the service fee.

- 客房内免费宽带上网以及当日地方报纸; 凭房卡免费使用酒店游泳池及健身房。

In guest room free wide band surfer as well as the same day local paper; Depending on room card free use hotel swimming pool and gymnasium.

- 房内加床费为 RMB200 元/床/晚, 包含一份早餐。

200RMB for extra bed , include a persons' breakfast

- 请提前准备好入住客人的姓名及有效证件号码, 以方便快速入住。

Please ahead of time prepare to move in visitor's name and the valid identification number, by facilitates moves in fast.

- 会议取房时间为报到当天 14 点以后, 退房时间为中午 12 点前; 如需延迟退房, 须加收 50% 的房费, 如在下午 6 点以后退房, 须支付当晚的房费; 酒店将根据当日预订情况决定是否接受延迟退房请求。

All rooms for meeting check-in time is at the 2:00 noon in the day ,And check-out time is at the 12:00 noon in the day.

二、餐饮安排/F&B ARRANGEMENT

时间	地点	时间	标准	形式	备注
9 月 20 日	晚餐	待定	200-300 元/位起	圆桌	待定
9 月 21 日	晚餐	待定	200-300 元/位起	圆桌	待定
备注: 1、保底人数需提前三天与销售经理确定; 2、用餐地点根据客人具体用餐人数再确定;					

乙方安排说明 Arranges the explanation:

- 以上场租为会场全日价格, 含茶水、纸笔、小方巾、音响、话筒、绿色植物等。



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The above studio rent is the conference site half day price, including tea, written records, small hand towel, sound, microphone, green plants and so on

- 场地布置以不损坏饭店的设备及装饰为主, 如天花、墙壁、墙纸及地毯等, 如有损坏, 饭店有权保留追究法律责任及要求做出赔偿。The meeting arrangement cannot destroy the whole equipments & decoration of the hotel .The hotel has the right to lodge complaints to the court and asking for compensation when the damage happened.
- 乙方免费提供欢迎牌、会议指示牌。

Free provides welcome the sign, the conference index plate

三、约定事项 Articles:

- 1、甲方在酒店内的消费、划帐, 由甲方会务组指定人员签字后即表认可, 划入乙方总台会议帐号。(The consumption & the credit amount in hotel can be confirmed by the person appointed by Party A at first and then transferred to the meeting account of Party A)
- 2、甲乙双方签订协议当日, 甲方需付给乙方 RMB 50000 元作为定金。乙方收到定金后协议正式生效, 如未及时交纳定金, 乙方将不对合同内的条款负责。(Party A should pay Party B 50000RMB as deposit on the day of signing the agreement. The agreement will be valid after Party B receives the deposit. When Party B does not receive it on time the agreement will not be valid.)
- 3、甲方正式入住乙方后, 定金 (RMB 50000 元) 转作合同支付款, 用来冲减会议活动的相关消费; After Party A stays in Party B, The deposit (RMB 50000) will be one part of the contract payment fee for all the expenses during the meeting activities.
- 4、甲方会议报到结束后, 需预付整场活动预计金额的百分之八十, 其余需在会议结束后结清所有余款, 乙方出具发票给甲方; After the report of Party A's meeting is completed, all the balance should be settled after the meeting, and Party B will issue invoices to Party A.
- 5、以上优惠价仅对此会议, 双方均有保密的责任。如发生一方泄露价格给第三方, 另一方可对此价格进行终止或重新审定。The preferential price above is only valid to this meeting. Both parties have the liability to keep secret. If any party who reveals it to the third party, the price will be invalid and reauthorized

五、违约责任 responsibility for break a contract

除不可抗力 (如战争、地震、洪水、罢工、电力瘫痪等) 致使双方不能履行本合同的情况外, 任何一方违反其在本合同中的义务, 另一方有权要求对方依据本合同的有关条款和中华人民共和国的相关法律进行赔偿。

Each party who breaks the contract may be punished from the other party through the law of The People's Republic of China.

六、双方约定的其他条款 (other articles agreed by both parties)

- 1、如乙方不能按协议提供已确认的房间, 乙方有义务提供比原预订客房等级高的房间或负责安排同等级或更高级的饭店。(Party B has the right to offer upgraded rooms or same level hotel to Party A when the room confirmed is not available. The extra fee should paid by the Party B.)
- 2、甲方会议期间在乙方用房、用餐的保证用房数或人数以最终会议确认单为准, 如未到保证用房数或人数, 将以保证数为准核算费用, 如超过保证数, 以实际用房数或人数消费核算费用。(The confirmed minimum person number for room & catering is persons, the fee will be charged according to the confirmed

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移动预订

- minimum person number. The extra persons' fee will be charged as actual.)
- 3、甲方使用的会议场地如遇乙方在下一场次有经营使用，乙方有权约定甲方使用结束时间，甲方须按约定执行。(Party A only has the right to use the meeting hall in the valid time that written in the contract. Party B has the right to stop Party A when there will be another meeting happened next to Party A's one.)
- 4、甲方如需调整本协议相关内容，必须在会议报到日前7天以书面形式正式通知乙方，否则乙方有权收取甲方首日房费的 50% 损失费。(Any changing information must be told to Party B in written notice 15 days before the registration, otherwise Party B has the right to charge 50% of first day room fee as compensation.)
- 5、本协议一式两份，甲、乙双方各执一份，经双方协商签署生效，未尽事宜，经甲、乙双方协商解决。如协商不成，将提交履约地人民法院提起诉讼。(The agreement is copied by 2, each party holds one. Any conflict should be solved by negotiation. It can be lodged to the court if the complaint cannot be solved by negotiation.)

祝活动取得圆满成功!

Wish you have a good meeting!

甲方(签章)

Party A

Address 地址:

Signature 签名:

Telephone 电话:

Fax 传真

E-mail 电子邮件

Title 职位

Bank 开户行

Bank Account 银行帐号

乙方(签章)

海宁开元名都大酒店有限公司

Party B

Address 地址: 海宁大道 346 号

Signature 签名: 蒋雪莲

Telephone 电话: 13616520118

Fax 传真:

E-mail 电子邮件:

Title 职位: 副总经理

Bank 开户行: 上海浦东发展银行股份有限公司杭州萧山支行

Bank Account 银行帐号:

95070078801900003535