ATOUR
亚朵酒店

公司名称 Company Name: 康辉集团北京国际会议展览有限公司
公司地址 Address: 北京市朝阳区农展馆南路13号12层1510内002

联系人 /职位: 易梦铃
Contact/ Title:

电话 Telephone:15233260869	手机 Mobile Phone: 15233260869	电子邮件 E-mail:yimengling@cct.cn

有效期始于 Start Date2025.10.13	有效期至 Expired Date2025.10.22

客房种类及价格 Room Types & Corporate Rates

1.固定价格（含早）：

名称	结算价格	房间数量	总价
高级大床房	450/间	50	22500
高级双床房	500/间	16	8000

适用范围：北京通州运河商务区亚朵酒店　地址：北京市朝阳区东关一街1号院2号楼亚朵酒店

- 如需额外另加早餐每份将收取人民币 48 元
  Additional breakfast will be charged at RMB 48 per person.
- 所有预订的确认将视酒店房间可供情况而定
  All room reservations are subject to hotel confirmation. The above rates are in Non-Last Room Availability (NLRA) status, which means Hotel reserves a right to close all above corporate rates when Hotel is running high occupancy.
- 此价格仅适用于贵司及贵司子公司，贵司子公司名录需作为附件列在此协议后，并在登记入住时请出示员工卡、名片或其他可以证明入住人与贵司关系的凭证。
  The above rates are suitable to all associates and company guests under parent company and its subsidiaries. Staff ID, business card or any document as Identification needs to be shown upon check-in to enjoy corporate rates.
- 以上房价包含税及服务费
  The above rates include tax and service charge.

附加权益 Benefits:
- 客人入住后可累积个人会员积分（限亚朵企业服务号预订）：
  Stayed Guests booked via Atour Corporate Wechat Service Account is entitled to earn Atour Membership points.
- 免费自助洗衣服务：
  Free Self-service Laundry
- 免费图书借阅：
  Free Library
- 免押金、免查房。
  No deposit & Express Checkout

预订方式 Booking Channels

1、关注亚朵企业服务微信公众号：亚朵企业服务，绑定企业专属邀请码进行预订；

2、拨打亚朵各门店电话；

3、前往亚朵各门店前台：010-60520111

请妥普保管企业邀请码，电话预订时请准确地说出公司名称以及公司卡号，否则预订部文员将无法确保使用您公司的协议价格订房。

Once accepted, your corporate rates are available through various booking channels:

1、 Follow Atour Corporate Wechat Service Account and bind specific invitation code;

2、 Hotel In-house Telephone Number;

3、 Hotel Front Desk

Please keep your corporate invitation code. Please remember to tell our staff your corporate Name and Member ID when you need to make reservation through phone call and Front Desk directly.

担保及取消政策 Guaranteed & Cancellation Policy

非担保预订：非担保订单保留时间为入住当天的 18:00，过时酒店将有权利取消该预订；如该预订需要保留至入住当天 18:00 之后，请在 18:00 前联系酒店，与酒店协商具体担保方式；

Non-guaranteed Reservation: Non-guaranteed reservation will be reserved till 6pm at check-in date, Hotel reserves a right to cancel reservation after 6pm; If guests request to keep room after 6pm, please contact hotel before 6pm.

担保预订：贵司需在预订时提供担保，担保预订酒店将保留至入住次日 12:00

Guaranteed Reservation: Once reservation been guaranteed, room will be reserved till 12pm the next day upon arrival.

订单的取消：非担保预订可随时取消；担保预订需在入住当天 16:00 前取消，否则酒店将收取订单首晚房费。

Cancellation: Non-guaranteed reservation can be cancelled without time restriction; Guaranteed reservation should be cancelled before 4pm same day upon arrival; otherwise, the first night room fee will be charged.

入住/退房 Check In/Check Out Policy

入住登记时间：入住当日本地时间 14:00 点，如需提前办理入住额外收取的全天客房费用。客人在办理入住时需出示公司名片或身份证明，否则酒店将有权更改预订时的所使用的价格。

Check-In Time: Our Check-In time is 2pm on the day of arrival, additional charge will be applied for early check-in. Staff ID, business card or any document as Identification needs to be shown upon check-in to enjoy corporate rates; otherwise, hotel reserves a right to change the room rate.

退房时间：退房当日本地时间中午 12:00 点。亚朵为贵司员工提供延迟退房的权益，延迟退房时间至当日本地时间中午 14:00 点。

中午 14:00 点后至当日 18:00 点间退房将额外收取半天的房费，当日 18:00 点后退房将收取退房当日的一晚房费。

Check-out Time: Our check-out time is before 12pm on the day of departure. Corporate guests are entitled to extend departure time to 2pm. If check-out time is between 2pm to 6pm, 50% discount of departure date's corporate rate will be required. If check-out time is after 6pm, 100% departure date's corporate rate will be required.

结算方式 Payment Terms

前台现付：入住人在退房时需在前台结清所有费用后方可离店，如需发票请向前台说明；

Pay upon departure: guests are required to pay all charges upon departure. Invoice can be requested from front desk

预付：由贵司或者预订人提前向亚朵酒店支付订单全额房费，退房时入住人在前台结清杂费即可；亚朵酒店向支付方开具全额房费发票。

Prepaid: If room fee has been covered or prepaid by company or booker, miscellaneous fee needs to be paid by guests. Invoice will be provided upon request.

除非办理其他账单及支付手续，否则所有的酒店客房账单一般由个人承担，并将以人民币结算。发票由酒店于客人退房时前台开具增值税专票或普票（可选）。

Unless payment requested to be separated, all charges needs to be covered by individually in RMB currency rate. Invoice will be provided upon request.

终止条款 Termination

任何一方都可以在协议失效前，提前三十（30）个自然日以书面的通知形式来终止此协议。酒店将每季度对贵司的客房使用量进行评估。如若实际使用量低于保证数量，酒店有权对价格做相应调整或提前终止此协议。

Any party can terminate the contract before expired date. The party shall give a 30 days' notice to the other party in writing. The corporate rate is subject to quarterly production review. Should production fall below the contract expectation, hotel reserves the right to amend or terminate the contract by providing written notice.

接受条款 Acceptance

为了使此协议副本生效，此协议应在发出日（含本日）后十四（14）个自然日内签署后传回本酒店，否则协议将重新被商议。一旦收到已签署的协议，本酒店将在系统中执行协议价格，这将在双方建立起合作关系。

As an indication of your acceptance to the above terms and conditions, please sign and return the duplicate copy of this letter for our file. Should you require further assistance, please contact your account manager.
If company does not countersign and deliver this Agreement within 14 days counted from issue date, this Agreement shall be deemed to be withdrawn, with no further action by Atour Group. Once received, the corporate rate will be activated.

其他 Other Terms

保密约定：贵司不得以任何方式将本协议内容及交易信息披露第三方知晓，协议终止后贵司仍对本协议房价有保密义务。
分销限制：本协议报价不适用于贵司为第三方提供客房预订服务及商业再分销。

Confidential Terms: This agreement cannot be used by a third party. The hotel reserves the rights to terminate this contract, when terms stated in the agreement are violated, legal action may follow.

未尽事宜：本协议未尽事宜贵司可与亚朵进行协商后以补充协议的形式另行约定，补充协议与本协议具有相同的法律效力。
Unaccomplished matter: Parties hereto may revise or supplement through negotiation matters not mentioned herein. The supplementary agreement has the same legal effect as this agreement.

我们期待能为贵司提供优质的服务。
We are looking forward to delivering extraordinary service for your company.

Sincerely Yours,

Proposed by:

姓名 Name:

职位 Title:

日期 Date:
2025.10.13

Confirmed and accepted by:

姓名 Name:

职位 Title:

日期 Date:
2025.10.13