



LETTER OF AGREEMENT
团队合同

April 10, 2019

于畅 先生
康辉集团北京国际会议展览有限公司上海办
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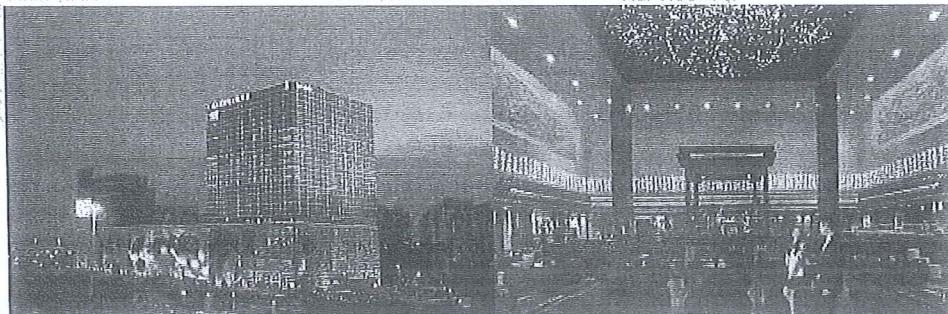
RE: 康辉集团北京国际会议展览有限公司上海办 (2019年4月14日至2019年4月16日)
客房团队协议

Thank you for considering Jumeirah Himalayas Hotel for your upcoming group. It is our intention to ensure you are entirely comfortable with all the arrangements made on your behalf.
非常感谢您选择入住上海卓美亚喜玛拉雅酒店，我们的目的就是确保您拥有完全合适的安排。

Based on the requirement outlined, we are pleased to propose the following agreement for your confirmation and acknowledgement.
为了进一步的合作，我们将订房安排协议书给您参阅予以确认并期待着您的回复。

Should you need any further assistance please contact me directly on (86-21) 38580888*7895.
希望您能满意我们所提供的安排和服务，若您需要任何帮助，请联系我们：(86-21) 38580888 分机 7895.

We look forward to welcoming your valued guests to Jumeirah Himalayas Hotel and assure you of our best attention at all times.
我们期待着您的客人入住上海卓美亚喜玛拉雅酒店。



上海卓美亚喜玛拉雅酒店

ACCOMMODATION REQUIREMENT

客房需求

We are pleased to offer the following special rates based on minimum requirement of 29 room nights in total. Please note that these rates are confidential and are not to be disclosed to a third party without the consent of the Jumeirah Himalayas Hotel Shanghai.

The hotel reserves the right to change the mix of room types offered with three days notice up until the point when a signed contract is received and deposit paid.

我们很高兴的为您提供以下报价，此报价是基于最少 29 间夜房晚的基础上。在没有经过贵公司和上海卓美亚喜玛拉雅酒店双方的同意，任何一方不得将此价格透露给第三方。本酒店有权在三天前通知贵公司调整所提供的房型和数量，直至正式合同的签署和定金的支付。

A. Number of Room requested

房型和数量

Room Category 房型	14 th April. Sun 4月 14 日 星期日	15 th April. Mon 4月 15 日 星期一	16 th April. Tue 4月 16 日 星期二
Deluxe King 豪华大床房	/	23	/
Deluxe Twin 豪华双床房	1	4	1
TOTAL ROOM BLOCK 房间预留总数	29		

B. Room Rate

房价

Room Category 房型	Room Rate 房价
Deluxe King 豪华大床房	RMB 950 net 人民币 950 元
Deluxe Twin 豪华双床房	RMB 950 net 人民币 950 元
Total room charge 总房费	RMB 27,550 net 人民币 27,550 元

- All quoted rates are net and inclusive of 10% surcharge and 6% Tax
以上价格包含10%的服务费及6%的增值税
- All quoted rates are non-commissionable
以上价格不含佣金。
- All rates are quoted in Chinese Renminbi (RMB) and based on per room per night.
以上为每天每晚的价格且均为人民币报价。
- All quoted rates are inclusive of high speed internet access in room.
以上价格包含房间内高速宽带上网。

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- All quoted rates are inclusive of one or two breakfast according to the occupancy. Additional Breakfast at is charged at RMB 198.00+10%+6% per person per meal. Kindly note that breakfast rate is non-commissionable.
 以上价格根据入住人数包含一份或两份早餐。增加早餐价格为人民币198+10%+6%/位/人。早餐价格不包含佣金。
- All rates are designed especially for your organization and cannot be displayed or sold in any shape or form in the public domain including your own website
 我们特别提供以上价格给您，所以以上价格不能以任何形式公开售卖（包括旅行社自己的网站）
- The Hotel reserves the right to change the rates if the group arrival or departure dates changed
 如果此团队的到达或离店日期有任何的更改，酒店将根据实际出租率调整以上房间价格

Room Availability

客房使用规定

- Check-in time is 15:00 hours on the day of arrival
 入住时间：客人入住当天 15:00 后。
- Check-out time is 12:00 hours on the day of departure
 退房时间：中午 12:00 前办理退房手续。
- Delegates who wish to occupy their guest room before 1500 hours must reserve the guest room for a night prior to the arrival date
 如客人下午 3 点以前要办理入住需多预订一晚即到达当天前一天的房间。
- Delegates who check out after the official check-out time from 1200 to 1800 hours shall be charged at 50% off under the contracted rate, after 1800 hours shall be charged for additional night under the contracted rate
 如客人提前退房，但退房时间在中午 12 点至下午 6 点之间，酒店将收取半天房间费用，六点之后的提前退房将收取一晚房费。

Room Related Policy

客房相关政策

- The room drop and portage fee is RMB 20 net per room per time.
 送房服务的价格为人民币 20 元每间房每次。
- All space inside hotel does not allow smoking. It will charge RMB 1,000 net as cleaning fee if anyone found smoke in smoke free area (including rooms). If guest would not pay the charge, organizer should pay for it. The hotel is entitled to report to the regulatory authorities about smokers who does not obey regulation and leave the place where smoking is prohibited. Any adverse consequences shall be borne by the guest and your company.
 酒店任何室内空间均严禁抽烟，在禁烟区域（包括客房内）抽烟将支付清洁费人民币 1,000 元。如若客人不支付费用，将由贵司承担费用。酒店有权对不听劝阻也不愿离开禁止吸烟场所的吸烟者，向监管部门举报，由此产生的不利后果由客人及贵公司承担。
- Any room service by call will charge as menu says.
 入住期间如有房间消费将按照菜单价格收取。



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- The hotel can offer pick-up/drop-off service. The fee for 4-seats BMW/Benz will be RMB800net for one-way trip and RMB1,600net for return trip. The fee for 45-seat bus is RMB 2,000net and for 58-seat bus is RMB2,500net for one-way trip.
酒店提供接送机服务。四座奔驰或宝马的价格为单程人民币 800 元和来回人民币 1,600 元。45 座大巴价格为单程人民币 2,000 元，58 座大巴价格为单程人民币 2,500 元。

Additional Room Request

房间的增加

If your company would like to increase the need of the reservation room after sealing and returning this contract. Confirmation of any additional rooms requested in addition to the confirmed room block will be subject to our room availability.

如贵公司已盖章并回传本合同之后需要增加预定房间，酒店将根据实际的出租率情况来确认您所需增加房间预定的要求。

Reservation Cut-Off / Guarantee

房间预订的回顾和确认

We have also provided our review policy and trust that the following will assist you in your planning:

我们很高兴的为您提供我们的房间预定回顾政策，相信它会对您有所帮助

Within 7 days of group arrival 入住前 7 天内	Any reducing of rooms will be charged at the total guarantee rooms charge 任何取消将按担保客房间夜数收取全额费用
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A final rooming list is requested to submit 7 days prior to arrival. Rooming list shall indicate all individual flight arrival and departure details, with names. Any reservations made after that time will be subject to room availability.

在入住前 7 天内将最终客人名单提供给酒店，包含客人姓名及个人抵达和离开的航班信息。

在该日期后，任何预定将会根据实际客房使用率来进行相应的安排。

No Show

预订但未入住

Any no-shows on the scheduled arrival date will be subject to a no show penalty equivalent to the full booked night of final rooming list charges to be paid by company.

任何最终名单确认预定但未入住的客人，酒店将向康辉集团北京国际会议展览有限公司上海办收取相当于所有预定房费的未入住费用。



Payment

费用支付

Credit card imprint or advance deposit will be required upon check in. All room charges are to be settled by company and incidental charges are to be settled by individual guest upon departure, unless otherwise arranged.

客人在登记入住时需提供其信用卡或现金支付保证金，所有的房费由康辉集团北京国际会议展览有限公司上海办支付，杂项费用需在离店时由客人支付，除非经双方协商同意对费用支付作其他安排。

Cancellation Policy

取消条例

Upon acceptance of this agreement, should any cancellation of the entire group occur, the hotel is entitled to liquidate damages equal to:

本协议签定后，任何整团取消酒店都将收取相应费用作为酒店损失费：

7 days prior to group arrival – 100% of the total estimated charges.
如果在入住前 7 天内整团取消，酒店将收取 100% 的预计总费用。

Deposit / Prepayment Schedule

定金及预付款

Estimated Room Charges 预计房费总额
CNY27,550
人民币 27,550 元

Total estimated charge = CNY27,550
预计总费用人民币 27,550 元

Jumeirah Himalayas Hotel will require company to arrange following prepayment:
康辉集团北京国际会议展览有限公司上海办应在以下时间向上海卓美亚喜玛拉雅酒店支付预付款项：

By 11th April 2019
2019 年 4 月 11 日前

100% prepayment of the total estimated charge
CNY27,550
支付预计费用总额 100% 的预付款人民币 27,550 元

Hotel has right to release the group room block if the above prepayments are not received by due date.

如未按期缴纳预付款，房间将不予保留。

Accommodation will be settled by company.
所有房费由康辉集团北京国际会议展览有限公司上海办支付。



SHANGHAI

上海卓美亚喜玛拉雅酒店

All guests incidental charges, mini bar, phone calls, laundry, room service as well as limousine service, etc will be settled by individual guest upon check out.

所有客人的其他费用，包括迷你吧、电话费、洗衣费、送餐服务以及接送机服务等，应在客人在办理离店手续时自行结清。

Please arrange telegraphic transfer payable to Jumeirah Himalayas Hotel to our USD or RMB currency bank account as follow:

请按照上海卓美亚喜玛拉雅酒店提供的以下银行账号信息安排汇款：

Account Holder :	Jumeirah Himalayas Hotel Shanghai
开户名	上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店
Account No :	0300 3461 008
账户号	
Name of Bank :	Bank of Shanghai, Yanggao Road sub-branch
开户行	上海银行杨高路支行
Bank Address :	No.2071 Jin Gao Rd, Shanghai China
开户行地址	金高路 2071 号
Swift Code :	BOSHCNSH
Swift 代码	

- Copy of the bank transaction slip to be email to Event Department to assist the Hotel in tracing deposit payments.

请贵公司将汇款凭证扫描件发送至酒店，以便酒店追踪汇款到帐情况。

Invoice

As Business Operation Entity of Jumeirah Himalayas Hotel Shanghai, Jumeirah Himalayas Hotel Shanghai is a subsidiary of Shanghai Zendai Himalayas Co. Ltd, which means Shanghai Zendai Himalayas Co. Ltd is a parent company of Jumeirah Himalayas Hotel Shanghai.

According to the law of China, Jumeirah Himalayas Hotel Shanghai is as a subsidiary of Shanghai Zendai Himalayas Co. Ltd, which disqualified for acting as an independent legal entity, and according to the relevant and regulations of tax law, assessing Jumeirah Himalayas Hotel Shanghai as Non-independent Accounting Enterprise, therefore, Jumeirah Himalayas Hotel Shanghai is no qualification for tax declaration. All value-added tax invoices related to this contract, should issue by Parent Company- Shanghai Zendai Himalayas Co. Ltd.

Once the contract is signed by both parties, it is deemed that your side agrees and accepts Shanghai Zendai Himalayas Co. Ltd will issue full contract amount value-added tax invoices, and your side can not use this as a reason to refuse or delay payment. Your side will take all liability for breach of the contract in case of violation of the declaration.

This contract enclosing a copy of certification of both Jumeirah Himalayas Hotel Shanghai and Shanghai Zendai Himalayas Co. Ltd, if need to check the original document, please contact Finance Department of Jumeirah Himalayas Hotel Shanghai.

发票

作为营运上海卓美亚喜玛拉雅酒店的实体：上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店，其为上海证大喜



玛拉雅有限公司分支机构，即上海证大喜玛拉雅有限公司系总公司，上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店系其分公司。根据我国法律，上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店作为分公司，不具有独立法人资格，且根据相关税法法律规定核定为非独立核算，因此不具备纳税申报资质，所有与本合同相关的增值税发票均由总公司-上海证大喜玛拉雅有限公司向贵方开具。

一旦双方签署本合同，则视为贵方同意并接受由上海证大喜玛拉雅有限公司向贵方开具本合同全部金额的增值税发票，且贵方不得以此作为拒绝支付或拖延支付本合同款项的理由，如有违反，贵方将构成基于本合同的违约。

本合同后附上海证大喜玛拉雅有限公司与上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店证明函复印件，如需查核该证明函原件，请与酒店财务部联系。

账户信息如下（人民币）

户名：上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店

账号：03003461008

开户银行：上海银行杨高路支行

开户地址：金高路 2071 号

大额支付号：325290002026

增值税开票信息：

纳税人名称：上海证大喜玛拉雅有限公司

税务登记号：913101157529480139

税务登记地址：上海市浦东新区樱花路 869 号 203 室

税务登记联系电话：38580859

税务开户银行名称：上海银行股份有限公司金桥支行

税务开户银行账号：03003735318（此账号不用于酒店收款）

Conduct of Event

活动中的行为

To the fullest extent permitted by law, you assume full responsibility for the conduct of all persons in attendance at your Event and liability for loss and/or any damage done to any part of our Hotel premises during the time of your Event caused by your employees and temporary workers, agents, contractors, sub-contractors, as well as by attendees of the Event.

For the safety of persons and property, no fireworks or incendiary devices may be used indoors at the Hotel. You also agree that your Event will not create any unreasonable disturbance to other guests or meetings, such as excessive noise, smoke or fog machines, dry ice, confetti cannons, candles, incense, or any activity that generates offensive smells. We reserve the right to end your Event functions immediately if you do not comply with our reasonable request to reduce or eliminate any such disturbance, in which case you will remain responsible for payment of all contracted charges related to your Event and no refunds will be issued to you by us.

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在适用法律允许的最大范围内，贵方对参加贵方活动的所有人员的行为，以及对在贵方活动期间贵方的雇员、临时工、代理人、承包商、分包商以及活动的参加人员对我方酒店场地的任何部分造成的损失和/或任何损坏承担全部责任。

为了人身和财产的安全，酒店室内不得使用焰火或燃烧装置。贵方亦同意贵方的活动不会对其他客人或会议产生任何不合理的干扰，例如过量的噪音、烟尘或烟雾机、干冰、彩炮、蜡烛、薰香或任何可产生令人不悦气味的活动。如果贵方未遵守我方合理的要求减少或消除任何该等干扰，我方保留立即终止贵方活动的权利，在此情况下，贵方仍然有责任支付与贵方活动相关的所有约定费用，且我方将不会向贵方返还任何费用。

Cancellation

取消程序

Once the group is confirmed, the following procedure shall apply:

Cancellation after 11th April 2019, you will be assessed a liquidated damages fee equal to 100% of the total anticipated revenue of the reductions (CNY27,550).

一旦收到贵公司回传的合同，酒店将确保为贵公司保留所要求的房间，如于 2019 年 4 月 11 日后取消，贵方将有责任支付相当于团队的预期总花费之 100% 的违约赔偿金（即人民币 27,550 元）。

Billing

结算方式

At the end of the group, you will be presented with an itemized master bill for your review and settlement on same day.

团队结束后，酒店将提供团队明细账单，所有费用需在当天结清。

In order to reserve the above rooms to a definite status, we would appreciate your approval by signing and returning the copy of this letter before the date of 11th April 2019 to show your acceptance.

为了尽快把贵公司所要求的房间确认保留，请在 2019 年 4 月 11 日前将此合同签字或盖章并回传给我们。

We look forward to welcoming you and your esteemed guests to Jumeirah Himalayas Hotel Shanghai in the near future.

我们衷心的期待尊贵的您和您的团队入住上海卓美亚喜玛拉雅酒店。

I look forward to hearing from you soon.
期待您的回复。

With best regards
商祺

Jumeirah
HIMALAYAS HOTEL
SHANGHAI
上海卓美亚喜玛拉雅酒店

Submitted by:

Joye Yang

杨佳玉

Events Sales Coordinator

宴会销售协调员

Joye Yang
2019.4.10

于畅
2019.4.10

(For and on behalf of Jumeirah Himalayas Hotel Shanghai)

(代表上海证大喜玛拉雅有限公司卓美亚喜玛拉雅酒店)

DATE:
日期



Ms. Stella Bi
毕旻 女士
EAM i/c Sales & Marketing
行政副总经理-市场销售部
Jumeirah Himalayas Shanghai
上海卓美亚喜玛拉雅酒店

Accepted By:

于畅 先生

康辉集团北京国际会议展览有限公司上
海办