

S O F I T E L

LUXURY HOTELS



Event Contract

活动合同

公司名称Company Name: 北京康辉国际会议展览有限公司

地址Address: 北京市朝阳区农展馆南路13号瑞辰国际中心15层1510室

联系人 Contact Person's Name: 侯莹

电话 Telephone: 18800069726

传真 Fax: 010-65870596

电子邮箱 Email: houying@cct.cn

您的活动策划者
Your Meeting Planner

Sofitel Xining

西宁新华联索菲特大酒店

地址Address: 青海省西宁市城西区五四西路63号

联系人Contact Person's Name: 刘蕾蕾

电话 Telephone: 0971-7660908 18697177825

传真Fax: 0971- 7660866

电子邮箱 Email: h9567-sm2@sofitel.com

尊敬的北京康辉国际会议展览有限公司：

我们非常荣幸的获悉贵公司已经确认选择西宁新华联索菲特大酒店为即将到来的活动举办场所。对此，我们谨表深深的谢意！

西宁新华联索菲特大酒店由西宁新华联集团投资，法国雅高集团管理的顶级奢华酒店。拥有独特的法国艺术气息与风情，是西宁首家五星级奢华型酒店，西宁新华联索菲特大酒店将给西宁带来独一无二的法国传统文化、艺术品味及享受。

再次感谢贵公司对西宁新华联索菲特大酒店的厚爱，我们期待与您携手合作，将本次活动举办圆满成功！

如有任何其它未尽事宜，敬请与我们联系，我们非常乐意为您提供任何形式的协助，并按您的要求做到更好。

顺祝商祺！

刘磊

Dear Beijing kanghui international conference and exhibition co. LTD:

Greetings from Sofitel Xining !

Thank you for choosing us for your upcoming event!

Sofitel Xining is owned by Macrolink Real Estate Company and is managed by Accor.

Sofitel Xining is the first international five-star hotel in Xining, offering a genuine "art de vivre" French experience. Our outstanding reputation for service and professionalism will be evident in every event held at our hotel.

Should there be anything not covered in this contract, please feel free to let us know. We will be more than happy to assist in every possible way.

We look forward to welcoming you to the Sofitel Xining.

Warmest regards,

Jerry Liu

Director of Sales & Marketing

一、 客房安排 Room Arrangement

会议日期: 自 2018 年 07 月 15 日起至 2018 年 07 月 19 日止

Date: From: 15 -July -2018 To 19- July -2018

房型 Room Type	2018 年 7 月 15 日 保底房数 July.15th 2018	2018 年 7 月 16 日 保底房数 July.16th 2018	2018 年 7 月 17 日 保底房数 July.17th 2018	2018 年 7 月 18 日 保底房数 July.18th 2018	2018 年 7 月 19 日 保底房数 July.19th 2018
豪华大床房 Luxury King	53	53	53	53	退房 Check-out
豪华双床房 Luxury Twin	154	154	154	124	
保底总房数 The Minimum Number of Guaranteed Attendance	207	207	207	177	

房型 Room Type	最优价 Bar-rate	实际优惠价 Preferential Price	入账优惠价 Preferential Price
豪华大床房 Luxury King	人民币 RMB	950 元/间夜	1000 元/间夜
豪华双床房 Luxury Twin		950 元/间夜	1000 元/间夜

备注: 1、免费提供二间会务组用房; 2、7 月 2 日最终确认客房保底需求上下浮动 10%。



客房

您的房价包含以下项目

- 所有客人均可包含使用健身中心及室内游泳池
- 包含房内宽带及无线上网服务

Your room charge include below benefits:

Free access to our Health Club and indoor swimming pool.
Complimentary internet access in all guestrooms, including WIFI.



浴室

备注 Notes:

- 以上特惠价格是以贵公司预计在酒店每天保底房数为基础(同上表), 上述价格只限于此活动, 若保证客房数量减少, 酒店将重新核报每日房价。(所订房间数上下浮动 5 间)
- The preferential rate is based on the average daily rate. The rate above is only available for this contract. The Hotel will recheck the daily rate if the guaranteed room quantities are less

than the contract stated (room flexibility available for up to 5 room)

- 以上房价包括 10% 的服务费、增值税、宽带费及中西自助早餐。
Above rate is inclusive of 10% service charge, VAT, Wifi and up to 2 buffet breakfast per room.
- 会议或宴会团队入住前请提前 5 天提供入住名单，任何最后的变更视酒店的客情而定。
Group arrival lists are requested to be provided at least 5 days prior to arrival. Any changes are subject to room availability on the day.
- 办理进店手续的时间为 14:00，在此之前的进店，酒店将视当日的客情，给予最大限度的配合。
Check in time is 14:00. For early morning arrivals, the hotel will do it's utmost to accommodate any early check in. It is recommended that the room be reserved and paid for the night prior to ensure the room is ready upon arrival.
- 酒店离店手续的办理时间为中午 12:00 前。下午 12:00 后，18:00 前办理离店手续需加收半天房费。下午 18:00 后离店，需加收全天房费。
Check-out time is 12:00 noon. A half day room charge is applicable for check out after 12:00 and before 18:00. A full day room charge applies for check out after 18:00. The hotel however will do it's utmost to remain flexible with the check out time.
- 预订时需提供每位客人的信用卡号码或定金以对所预订的房间进行担保，或者组织者可以承诺为其所预订的房间进行担保。
Credit card printing or advance deposit is required upon check in unless credit is guaranteed by the organizer.
- 除非有特别安排，所有客人在办理进店时都须交纳押金。
Unless a special arrangement, a deposit is required upon check in for all guests.
- 除非有特别安排，所有客人在离店前需付清所有费用。
Unless there is a special arrangement, all guests must settle their own accounts, including room charges upon check out.

二、活动安排

餐饮、会议预订 Meeting Plan & Package

日期 Date	时间 Time	地点 Venue	会议 Event	摆放方式 Set up	实际数量 Pax	入账数量 Pax	实际价格 Price	入账价格 Price	备注 Remark
07-15	8:00-18:00	华宫 AB MusicAB	搭建				8000 元/全天	50000 元	
07-16	8:00-18:00	二楼中厅	展示区				16000 元/全天		
07-16	8:00-18:00	华宫 Music	会议 Conference	课桌式 Classroom	360 Pax	360 Pax	50000 元/全天	50000 元/全天	
07-16	8:00-18:00	华宫 Music	化妆间				0	5000 元/全天	
07-16	8:00-18:00	千峰厅 Thousand Peaks	VIP room 18pax interview				10000 元/全天	10000 元/全天	
07-16	10:00-10:30	华宫 Music	茶歇 Coffee- break	自助式 Buffet	260Pax	340Pax	68 元/位	80 元/位	
07-16	12:00-14:00	西餐厅 Western Restaurant	午餐 Lunch	自助式 Buffet	300 Pax	360Pax	168 元/位	220 元/位	

07-16	16:00-16:30	华宫 Music	茶歇 Coffee- break	自助式 Buffet	260Pax	340Pax	68 元/位	80 元/位	
07-16	19:00-21:00	华宫 Music	晚餐 Dinner	圆桌式 Banquet	350 Pax	350 Pax	2500 元/桌	2600 元/桌	33 备 2 主桌 16 位
07-17	8:00-18:00	华宫 Music	会议 Conference	课桌式 Classroom	360 Pax	360 Pax	50000 元/全天	50000 元/全天	
07-17	8:00-18:00	华宫 Music	化妆间				0	5000 元/全天	
07-17	8:00-18:00	千峰厅 Thousand Peaks	VIP room 18pax interview				10000 元/全天	10000 元/全天	
07-17	10:00-10:30	华宫 Music	茶歇 Coffee- break	自助式 Buffet	260Pax	340Pax	68 元/位	80 元/位	
07-17	12:00-14:00	西餐厅 Western Restaurant	午餐 Lunch	自助式 Buffet	300 Pax	360Pax	168 元/位	220 元/位	
07-17	15:00-15:30	华宫 Music	茶歇 Coffee- break	自助式 Buffet	260Pax	340Pax	68 元/位	80 元/位	
07-17	15:00-17:00	巴西烤肉 Do Brasil	会议 Conference	圆桌式 Banquet	60Pax	60Pax	40000 元	40000 元	包场 7 月 2 日 前 确 认 是否使用
07-17	18:00-22:00	巴西烤肉 Do Brasil	晚餐 Dinner	自助式 Buffet	60Pax	60Pax			
07-18	8:00-18:00	悠径厅绣河厅 Tranquility Lane River	会议 Conference	鱼骨式	60Pax	60Pax	6000 元/半天 12000 元/全天	6000 元/半天 12000 元/全天	7 月 2 日前 确 认 是 否 使用

备注:

- ✧ 为保证产品和服务质量, 如有任何变化, 请至少提前 10 个工作日与酒店确认协调细节, 以便酒店根据您的需求进行安排; 如活动当天人数等其它事项临时变化, 酒店将尽力协调客户要求, 但不保证能提供同等数量的设施和食物。
- ✧ In order to guarantee service quality please check all details with us 5 days in advance for final confirmation if there are any changes we will try to do our best to meet your request, but cannot guarantee the same quantity of food and service.

会场租赁费中已包含的项目:

- ✧ 提供纸、笔、便签及薄荷糖。Paper, pen, memo, mints
- ✧ 提供瓶装矿泉水。Mineral water
- ✧ 提供签到台及立式讲台。Podium, reception table .
- ✧ 提供电子屏指示牌, 具体发布的详细内容请在会议前一周提供。Electronic screen (please provide display information one week in advance)
- ✧ 无线宽带上网。Wi-fi access

您丰富多样的餐饮选择 Multiple dining choices



全日餐厅-锦厨
Kwee Zeen
All Day Dining



中餐厅-乐轩华
Le Chinois
Chinese Restaurant



大堂吧
Le Bar
Lobby Lounge

茶歇价 Price	内容 Content	人数 pax	次数 time	摆放时间 set out time	备注 Remark
茶歇 B:68 元	5 款水果 2 款迷你三文治 2 款迷你小甜点 2 款曲奇饼干 Coffee & Tea 咖啡和茶	260	4	10:00-10:30 16:00-16:30	具体菜单见附件

备注:

- ✧ 以上茶歇供会议期间使用, 请与销售经理提前确认。
- ✧ The above tea break can be used during the meeting. Please confirm with the sales manager in advance.
- ✧ 茶歇保底消费人数 260 人。如实际消费人数不足保底人数, 需按保底人数收取费用; 如超出保底人数, 则按实际消费人数结算。
- ✧ The guaranteed number of people is 260. We charge the standard rate if the number is less than the contracted number and charge the actual rate if it exceeds the contracted number.

三、布展规定及条款细节 Rules and Clause of Set-up

- ✧ 如需提前布置场地, 宴会厅可提供 2 小时免费布展时间, 超出的布展时间租金按每小时收取人民币 500 元整。
- ✧ For decorate venues, ballroom can provide 2 hours of free time and beyond the move-in time rent charge RMB 500 per hour.
- ✧ 客户需保证所有会场使用后完好无损, 客户应负责提供会议的设备及会议设计布置的信息或第三方公司的保证, 应通知第三方公司自行清理一切自带进店的废品 (如包装物料、纸箱、纸张、空盒、空箱、瓶子等废品), 并承担所有相关费用。
- ✧ During the event, The Customer is responsible for the care of The Hotel facilities and equipment. It will be the responsibility of The Customer to inform The Hotel of the hiring of any third party contractors. It will also be the responsibility of The Customer to inform the third party contractor of The Hotel's policies and procedures. The Customer must also ensure the third party removes trash and any other items during and after the event.
- ✧ 未得到酒店的同意之前, 会场内的间隔板、地面、天花及/或任何其他结构严禁用钉、钻凿或其他设备进行任何装修和粘贴物品。如有损坏客户应承担相应的赔偿责任。
- ✧ The Customer is not allowed to do further decoration on separate boards, floor, ceiling or other structures using nails or hammers. The Customer bears the related expense for any damage.
- ✧ 在布、撤展期间, 客户不得将包装物品、装修材料和其它障碍物放置于酒店公用通道上妨碍防火通道的正常使用。会议期间, 未经酒店允许, 客户不得将公司宣传品, 广告展架等物品在会议厅以外的区域任意摆放。
- ✧ During the set-up or dismantling time, the customer is not allowed to put decoration materials or other obstructions in the corridors that would impede any exits. The setting up of printed materials, display racks or other items beyond the specified meeting area is not allowed, except by special permission.
- ✧ 在酒店安全保卫措施正常的情况下, 酒店对布展、撤展及会议期间客户 (包括客户合作的第三方公司、参会人员) 物品的丢失或损坏不负任何责任。贵重物品请客户自行保管或免费 (24 小时内) 寄存在酒店前厅的宾客保险箱内。

€2 = 1 Le Club point. These points can be used at over 2000 hotels worldwide, converted to airline miles or for other partner benefits. For detailed information, please visit www.accorhotels.com

☐ I am already a member of Le Club and would like points for this event. Please credit the points to: Member Name: Ms Ying Hou Card Number: 3081031568257175

☐ I am not a member of Le Club, but would like to enroll and claim points for this event.

☐ I do not wish to claim any points for this event.

五、 条款细节 General Terms and conditions

定金及预付款 Deposit:

请客户于本合同签订生效后的三个工作日内向酒店支付宴会及杂项明细等活动总费用约人民币 1,388,200 元的 20% 作为定金, 约人民币 280,000 元; 请客户于 6 月 27 日向酒店支付总费 40% 作为预付款, 约 560,000 元, 请客户于 7 月 6 日向酒店支付总费 20% 作为预付款, 约 280,000 元; 客户逾期付款的, 酒店有权决定是否解除本合同, 同时, 酒店有权取消所有预留的场地、餐饮及客房, 恕不另行通知。本合同在此等情形下的解除, 并不能免除客户向酒店支付违约金金的义务。

RMB 280,000 equal to 20% of the estimated total expenses of the event RMB 1,388,200 including meeting, accommodation and Miscellaneous equipment, is required as deposit within 3 days after acceptance and signature of this proposal. RMB 560,000 equal to 40% is required at 27th June and RMB 280,000 equal to 20% is required at 6th July.

付款方式 Payment:

请客户于活动结束当日, 确认所有的账单后七个工作日内向酒店再次支付总费用剩余的 20%, 约人民币 268,200 元, (包括活动期间产生的额外费用等)。酒店接收现金、信用卡、银行汇款等支付方式。

The remaining 20%, about RMB 268,200 upon completion of the event. All miscellaneous charges will be settled within 7 workdays after the event. The Hotel accepts cash, credit card, and direct bank deposits as methods of payment.

返佣政策 Commission Policy:

客户以入账单价及入账人数结账, 酒店将实际单价及实际人数超出的部分以佣金的形式返还会议单位, 会议款项结清后, 返佣收款方提供返佣发票后酒店将佣金返回结账账户。

Hotel gives commission to third party according to No. two Meeting Plan & Package form, third party would provide receipt to hotel at the same time.

银行信息 Bank Account Details:

账户名称 Account Name: 西宁新华联房地产有限公司索菲特大酒店分公司

开 户 行 Bank Name: 中国工商银行股份有限公司西宁城西支行

账 号 RMB A/C No: 2806 0011 0920 0158 516

取消政策说明 Cancellation Policy:

本合同签订生效后, 除遇不可抗力因素(自然灾害)外可取消活动, 除此之外如果客户提出部分或全部的推迟或取消活动安排, 酒店将根据以下标准收取相应的违约金:

- ✧ The Hotel is not responsible for any damages to or losses of The Customer's items during the event. Valuables can be kept in the Concierge store room.
- ✧ 需通知第三方公司，凡参加布展及撤展的工作人员不得在工作场所及会议场所睡觉、吸烟和喧闹，不得携带一切食物且不得在酒店吃盒饭，必须确保酒店的形象不受影响，为此，酒店将十分感谢您的合作。
- ✧ If The Customer employs a third party, please be sure that they do not sleep, smoke or make excessive noise in the work space. The Hotel does not allow take away food brought into the hotel.
- ✧ 为确保会议现场的安全，在会议期间，禁止客户使用任何易燃、易爆等危险品作为庆典和装饰。如客户违规使用，酒店有权停止一切相关活动，发生任何后果将由客户承担全部责任。
- ✧ For safety reasons, The Customer is not allowed to use flammable or combustible items for decoration. The Hotel reserves the right to cancel the event if the above mentioned rule is broken. The Customer will be held responsible for any and all damages.
- ✧ 为确保酒店设施设备的完整性，在布展、撤展期间，酒店将收取一定押金作为保证金。入场布展前客户必须交纳人民币 5000 元整作为活动保证金，活动结束后，活动场地经酒店检查无破损情况，保证金将全额无息退还客户。该笔费用可用于部分应付款项，若客户未能遵守以上规定，酒店将根据损坏物品情况相应扣除赔偿款后将保证金余款无息退还客户，保证金不足以弥补酒店损失的，酒店有权向客户追偿。
- ✧ The Hotel will charge RMB 5000 元 for the deposit in order to keep the equipment facilities free of any damage. The deposit will be returned to The Customer if there is no damage. The deposit can also be used for a portion of the payment. The Hotel will not return the deposit if there is damage to the hotel equipment facilities. The deposit will be used toward the repairing or purchasing of new equipment.
- ✧ 如客户有会议资料需提前运抵酒店，请提前 3 天通知酒店。客户资料只能通过卸货通道进出；贵重物品或者易碎物品请客户自行保管，如在外包装完好无损未拆封的情况下，客户物品有任何损坏的，酒店将不承担任何责任。
- ✧ Please provide notice 3 (three) days in advance if you wish to ship meeting materials to The Hotel Meeting materials must be delivered via the loading dock only. Please guard your valuables at all time as The Hotel will not be responsible for the loss or damage items left unattended.

四、

雅高酒店客户忠诚计划 Le Club Accor Hotels Meeting Planner

作为 Le Club 全球忠诚计划的会员，可在活动消费时享有赚取积分的机会。雅高客户忠诚计划会员卡是免费的，并且在指定消费范围内每消费 2 欧元可以获赠 1 点 Le Club 积分。会员可在全球超过 2000 间酒店享用积分，并可将 Le Club 积分兑换成航空里程或其他合作伙伴之优惠。欲知详情，请登入 www.accorhotels.com

[] 我已是 Le Club 客户忠诚计划会员并欲把是次活动之积分加入我的卡内。

会员姓名: 侯莹 会员卡号码: 3081031568257175

[] 我不是 Le Club 客户忠诚计划会员，但我想注册成为会员并使用是次活动之积分。

[] 我不希望使用任何积分。

As a member of the Le Club global loyalty program, you are entitled to earn points for this event. Membership to Le Club is free of charge and points are awarded on eligible revenue at

Should the planned event be postponed or canceled (entirely or partially) by the organizer after the acceptance of this contract, the following cancellation fee will be imposed (the "estimated expenses" below refers to the total lump sum of all expenses required for the entire event as per all services and facilities booked with the hotel as indicated in this contract including but not limited to accommodation, meeting & conference, food & beverage, equipment rental and other related miscellaneous charges).

- 活动举办前 30 天以内提出的, 收取此次活动总费用的 30% 作为违约金。
- 30 days or less: Any partial cancellation shall be invoiced at 30% of the contracted rate.
- 活动举办前 30 天以上提出部分或全部的推迟或取消活动安排的, 应向酒店出具书面确认函, 客户未致函酒店的, 合同继续有效履行, 客户应依约向酒店支付活动总费用。酒店自收到客户确认函之日起, 有权对该活动场地另行安排, 并且该安排不能免除客户向酒店支付违约金的义务。
- 30 days or more : The Customer should hand over a formal confirmation letter for any partial or total cancellation. The contract will remain valid if we did not receive any confirmation letter. In this case The Customer will be responsible for the entire payment. The Hotel reserves the right to rearrange the venue from the date of confirmation. This arrangement cannot be equal to the penalty paid by The Customer for the cancellation.

保证人数 Guaranteed Number:

客户须于活动开始前十个工作日内再次向酒店确认活动当天实际人数、用餐、会间茶歇、设备预定等相关服务项目的保证人数

The guaranteed number of guestrooms must be confirmed 10 days prior to the group's check in. If the actual materialized number of guestrooms falls below the guaranteed number, the organizer will be fully responsible for the payment of the total charge for these non materialized rooms based on the guaranteed number. The cancellation policy will apply to any cancellation of rooms between the cutoff date and the arrival date.

场地变更 Venue Alteration:

如遇不可抗力因素, 酒店有权临时更改会议地点。但酒店将尽力提早通知客户。

The Hotel reserves the right to change the confirmed event venue to any alternative on special occasion(s) when this is absolutely unavoidable due to unforeseen circumstances or situations beyond the control of the hotel. The Hotel will do its utmost to give advance notice to the Organizer.

不可抗力因素 Irresistible Factors:

由于政府临时指令、罢工、动乱及自然灾害等不可抗力因素而使酒店直接或间接地不能履行其义务, 客户应与酒店协商更改、延期活动或者取消活动等。

Both sides are exempt from separate direct or indirect responsibilities in case of suffering from uncontrollable circumstances (instant order by government, strike, convulsion and natural disasters).

许可证照 Permit & License:

本合同签订生效后, 客户应按其与酒店约定的用途合法使用租赁场地并依法为本次活动办理并取得相关许可证及有效证件, 并且客户对前述证照的齐备负有全权的责任和义务。如因客户证照不全导致本次活动无法正常进行的或者客户未按约定用途合法使用租赁场地的, 酒店有权解除本合

同并有权按合同约定收取本次活动的活动总费用；如因客户原因导致酒店经营、商誉受损或者被第三方索偿或者遭受政府部门处罚的，客户应在酒店损失范围内对酒店进行补偿。

In line with relevant regulations from government bodies, official permits or licenses are strictly required for commercial shows or any event. The organizer of the event is fully responsible for granting such compulsory permits or licenses in respect to the nature of the event held on the hotel premises. The Hotel will not apply permits or licenses on behalf of the organizer and reserves the right to terminate this agreement if the required documents are not properly obtained. The Hotel is not liable to any financial, business interruption, the trade goodwill loss to the organizer in the consequence of termination of this agreement and/or the cancellation of the planned event.

Damage, Breakage or Loss of Items:物品破损、毁坏或遗失

客户对在举办活动期间所造成的任何酒店设备及设施的损坏、或遗失负赔偿责任。客户应按照酒店宴会设备设施赔偿价格明细对酒店的损失进行赔偿。

The organizer is liable for any charges related to damage, breakage or loss of items supplied and provided by the Hotel for the purpose of carrying out the functions of the event or any point of the items' usage during the event. The charge(s), if any will be advised soonest, after assessment of the damage, breakage or loss incurred.

携带物品 Accompanying Articles:

客户不得在酒店范围内携入或使用易燃易爆、易腐蚀等危险物品（包括但不限于爆竹、鞭炮、礼炮、冷烟花、礼花等）。如客户违反该项规定，酒店有权马上制止违规行为，如因此影响活动的正常进行，酒店将不承担任何责任，并有权向客户追讨因违规而造成的损失。

The guest should not utilize any dangerous, flammable and explosive materials during an event in the hotel. The use of such materials gives TheHotel the right to stop all illegal activities and The Hotel assumes no responsibility how this affects the outcome of the event. Any damages caused will be the responsibility of The Customer.

道德规范 Code of Ethics:

客户负责申请办理举办此次活动的公安、工商行政审批手续，并且举办此次活动的方式及内容应尊重社会习俗，符合道德规范，活动期间不得利用活动的合法形式从事非法活动。

The Customer shall submit to the examination and approval procedures of the public security officers, industry and commerce administration for the event. The content of activity shall respect social customs, be fully compliant with the Code of Ethics and shall not be comprised of any form of legal activities.

安全保障义务 Security

活动期间，酒店对于由酒店提供的食物承担安全保障义务，同时，酒店对酒店公共范围承担合理限度内的安全保障义务。酒店仅提供场地租赁，租赁场地范围内的财物、人身安全由客户自行负责，客户应自行负责对每一位参会人员身份确认，并且客户应提醒参会人员注意保管贴身财物，若客户人员携带有贵重物品可向酒店申请办理寄存，未向酒店办理寄存的，酒店概不负责。

During the meeting The Hotel takes responsibility for food safety and security in public areas. The Hotel is also responsible for the rented venue. The Customer shall be responsible for personal items and human safety. The Customer can identify staff by their staff ID. Please store any valuables in the designated hotel storage areas. The Hotel is not responsible for the loss or damage of any items not stored in the designated hotel storage areas.

争议解决 Dispute Resolution

因本合同履行所产生的任何纠纷，酒店、客户应友好协商解决，协商不成时，任何一方均有权向合同履行地人民法院诉讼解决。

If for some reason, any conflicts arise, we will do our best to negotiate a quick resolution. If a resolution cannot be agreed upon, any party has the right pursue a resolution through the People's Court.

其他 Others

本合同如有未尽事宜，由双方共同协商，并另行签订补充协议，补充协议与本合同具有同等效力。本合同附件为本合同不可分割的部分，与本合同具有同等法律效力。

We will sign a supplemental agreement with equal authenticity for the unaccomplished matters.

合同生效 Execution of contract

本合同一式贰份，酒店、客户双方各持壹份，自双方签字或盖章后生效。

This contract consists of 2 copies: one for The Hotel and one for The Customer respectively. It will be valid upon signature or seal.

合同有效期 Validity Time

本合同有效期自签订生效开始至活动结束后并客户向酒店结清一切费用后终止。

This contract is valid from the signing of the contract until all the charges have been paid to The Hotel.

* 尊敬的客户，

该合同书中所提及的场地、餐饮及客房安排，酒店将把约定的场地和房间暂时保留至 2018 年 06 月 22 日，请在此期间安排合约的签字确认。如果在保留期内，酒店接到任何其它与贵公司预留场地及住房相同的活动询价或预定，我们将首先与您联系，优先确认您的合同。我们真诚希望上述之安排令贵方满意。如有任何需要改善处，请及时联系我方协商。

再次感谢贵方选择西宁新华联索菲特大酒店，我们将不遗余力，悉心安排，使贵公司的会议获得更加圆满成功。请在每页签约代表处签名以确认以上一切。 如有任何其他未尽事宜，诚意希望您与我们直接联系。

Dear Client

This contract is not valid until signed before 2018/06/22. If there is another inquiry for The Hotel's space and services during this same time, we will contact you immediately. We will give you the right to confirm first, but confirmation can be accepted only upon payment.

Should you require any further assistance, please do not hesitate to contact us at any time.

Thanks again for choosing Sofitel Xining Hotel as your venue of choice. As always, we are here to meet and exceed your expectations.

签名 Name: 刘蕾蕾

灵感会议策划: 西宁新华联房地产开发有限公司

索菲大酒店分公司

Xining Macrolink Real Estate Co.,Ltd

Sofitel Xining.

酒店盖章 Hotel stamp:

签约日期 Date: 2018 年 06 月 19 日

签名 Name::

组织者 Company Name::

有效签单人 Valid Authorized

Person:

签单人签字样 Sign Sample:

签单人联系电话 Contact:

公司盖章 Company Stamp::

签约日期 Date: 2018 年 06 月 19 日

市场销售总监 Director of S&M:

西宁新华联房地产开发有限公司索菲特大酒店

Xining Macrolink Real Estate Co., Ltd Sofitel Xining

签约日期 Date: 2018 年 06 月 19 日