

S O F I T E L

昆明索菲特大酒店  
KUNMING

索菲特 精彩会议™  
您的精彩，我的服务

Sofitel Magnifique Meetings™  
Magnifique by You, Staged By Us



公司名称: 北京博源意嘉市场咨询有限公司

Company Name: Beijing Boyuan Yijia Market Consulting Co., Ltd.

地址: 云南省昆明市五华区西园路 1178 号

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您的精彩会议经理

昆明钢铁控股有限公司昆钢大厦分公司 (昆明索菲特大酒店)

Kunming Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming Hotel)

黄长青 Franklin

销售经理 Sales Manager

电话: +86 (0)871 6863 9888 Ext.8109

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邮箱: H8529-sm2@sofitel.com

酒店确认 Hotel Confirmed By \_\_\_\_\_

公司确认 Company Confirmed by \_\_\_\_\_

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中国昆明市西山区环城南路 777 号 · 邮编 650034 · 电

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777 South Huang Cheng Road - Xishan District Kunming 650034 - Yunnan - P.R. China



# S O F I T E L

昆明索菲特大酒店  
KUNMING

尊敬王女士:  
Dear Ms.Wang:

请接受来自昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）最诚挚的问候！  
Warm greetings from Kunming Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming)!

我们非常荣幸获阁下青睐，选择下榻昆明索菲特大酒店作为活动期间的接待酒店。  
We honored to stay at the Sofitel Kunming as a reception hotel during the event.

作为您的精彩会议经理，我们将全力确保您的活动各个环节能够尽善尽美，并用我们优质的服务和专业的会议执行团队确保您的活动顺利进行。  
As your Magnifique meeting's manager, we will do our utmost to ensure that all aspects of your event are perfect and that our activities carried out with our quality service and professional meeting executive team.

关于我们之前商讨过的细节，请查看合同里面的相关条款。烦请于 2022 年 7 月 13 日前给予确认。如果截至此日期没有得到贵公司的回传确认，我们将考虑取消活动安排及对此会议团队的预定。  
For details of the content, we have discussed before. Please check the relevant terms in the contract. Please confirmed before Jul 13, 2022. If hotel not received your company's return confirmation as of this date, we will consider canceling the event arrangement and.

如果您对此合同有疑问或意见，请及时与我联系。我们将很高兴为您尽一切事宜，期待着与您不久的将来共同合作！  
If you have any questions or comments about this contract, please contact me in time. We will be happy to do everything for you and look forward to working with you in the near future!

我们热烈地期待着与您昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）相会。  
We are looking forward to meeting you at Kunming Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming).

您诚挚的  
Best regards

黄长青 Franklin  
销售经理 Sales Manager

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# S O F I T E L

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关于：2022年7月15日北京博源意嘉市场咨询有限公司，下称“贵公司”与昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）（下称“酒店”）订立合同，并自酒店签字之日起生效。经双方友好协商，北京博源意嘉市场咨询有限公司将安排本次活动在昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）举行，确定内容如下：

About: The Beijing Boyuan Yijia Market Consulting Co., Ltd. concluded that "You're Company" and Kun Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming) (the "Hotel") entered into a contract under the activities of Jul 15, 2022. It will take effect from the date of signature by the hotel. After friendly negotiation between the two Beijing Boyuan Yijia Market Consulting Co., Ltd. will arrange this event to hold at Kun Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming).

## 房间安排 Room Arrangement

Room Type 房间类型	Jul 15	Jul 16	Jul 17	Total 合计	Room Rate (CNY) 优惠价 (人民币)
Superior King Room 高级大床房	20	20	C/O	40	600net/room/nights 600元净价/间/夜
Total 合计	20	20		40	¥24,000

## 房间减少政策 Room Reduction Policy:

以上房间安排为保底房间数，贵公司与酒店将在以下日期共同复核客房预定数量。

Above room arrangement is guarantee room number. You're Company and the hotel will jointly negotiate the number of room reservations on the following dates.

### • 2022年7月13日前 Before Jul 13, 2022

复核客房预定数量（书面通知酒店）。如取消用房数超过10%，酒店将收取超过部分的所有房费。同时未使用的房间将被取消。

Review the number of rooms booked (notify the hotel in writing). If the number of unused rooms exceeds 10%, the hotel will charge more than the total room revenue. Unused rooms will cancelled at the same time.

Before Jul 13, 2022 复核客房预定数量（书面通知酒店）。如取消用房数超过5%，酒店将收取超过部分的所有房费。同时未使用的房间将被取消。

Review the number of rooms booked (notify the hotel in writing). If the number of unused rooms exceeds 5%, the hotel will charge more than the total room revenue. Unused rooms will cancelled at the same time.

### • 2022年7月13—15日内 / Within Jul 13—15, 2022

如取消房间，酒店将收取所取消房间的所有房费。同时未使用的房间将被取消。

In case of cancellation, the hotel will charge all room revenue for the cancelled room. Unused rooms will cancelled at the same time.

贵公司不得以任何形式在任何渠道售卖酒店预留的房间、会场和餐饮。如经发现，酒店将采取法律途径进行维权。

Your company may not sell the rooms, venues and restaurants reserved by the hotel in any way in any way. If found, the hotel will take legal measures to defend its rights.

## 备注 Remark:

- 以上团队优惠价格为人民币，按每房每晚收取。

The above group rate is CNY, which is charge per room per night.

- 以上团队优惠价已包含服务费及适用的相关税费。除房价以外的其他消费（包括但不限于个人消费及餐饮消费）可能无法开具增值税专用发票。发票的具体类别由酒店公司根据相关法律法规确定。

The above group rate includes the service fee and applicable taxes. Consumption other than house prices (including but not limited to personal consumption and food and beverage consumption) may not be able to issue special VAT invoices. The hotel in accordance with relevant laws and regulations determines the specific category of the invoice.

- 以上团队优惠价入住包含锦厨国际餐厅提供的每间房每日至多两份自助早餐。额外增加早餐收费为每位人民币108元/位净价。

The above group rate includes up to two buffet breakfasts per room per day provided by KWEE ZEEN. The additional breakfast charge is CNY 108 net per person.

- 加床服务只限于特定房型，将在预订房间时确认。加床每晚每床人民币345元净价收取，含一份早餐。

Extra bed is limited to specific room types and will confirmed when booking a room. Extra bed is CNY 345 net per bed per night, including one breakfast.

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- 若房间内需要代送礼品等放置, 需要额外收取每间房服务费人民币 50 元净价。  
If place a gift in the room, an additional fee of CNY 50 service fee per room will be charged.
- 视酒店客房出租率状况, 以上团队优惠价格可适用于任何房间需要提前 3 天入住或推迟 3 天退房。(特殊节假日不适用)。  
According to hotel occupancies, the above group rate is applicable to any room requiring 3 days prior check-in or 3 days late checkout. (Public holidays are not applicable).
- 为了积极配合雅高集团推行的“21 世纪地球”承诺, 以及顺应政府颁布的一次性塑料禁令, 酒店将不主动提供牙刷、梳子、浴擦、剃须刀、指甲锉和鞋擦一次性日用品。客房仍然提供沐浴露, 洗发水, 护发素和润肤霜  
As part of Accor's Planet 21 commitment to protect our environment and in line with the Government's ban of single-use plastics initiative, we are reducing the reliance of single-use plastics such as toothbrush, comb, loofah, razor, nail file and shoe brush. These disposable amenities will no longer be provided unless requested by guest. Amenities such as body wash, shampoo, conditioner and body lotion are available in guest room.

## 客房设施及服务项目 / Services provided to guests in the room:

- 房间内提供咖啡和茶  
In room Coffee & Tea
- 提供本地矿泉水  
Local mineral water
- 使用健身房及游泳  
Gym and swimming pool
- 宽带及无线网络  
Internet & WIFI

## 入住、离店时 Check-in/out Time:

客人入住时间为每日下午 15:00 点之后, 酒店将尽力做到在每位客人到达前准备好房间(视房态而定)。

如果贵公司希望酒店保证预定的客房提前准备完毕, 酒店建议提前一天预定客房, 房费将按照以上房价计算。

Check-in time is 15:00 pm daily and the hotel will try to prepare the room before each guest arrives (According to room available). If your company wants the hotel to guarantee that the reserved room is ready in advance, the hotel recommends booking the room one day in advance, and the room rate will be calculated based on the above rates.

离店时间为中午 12 点之前。如客人需要延迟离店到下午 6 点之前, 酒店将收取该房间房价的百分之五十。如果客人需要将退房时间延迟到下午 6 点之后, 酒店将会收取当晚的房费。提前入住或延迟退房均视酒店房态而定。

The departure time is before 12 noon. If you need to leave the store until 6pm, the hotel will charge 50% of the room rate. If you need to delay your checkout time until 6pm, the hotel will charge the night rate. Early check-in or late checkout is subject to availability.

会议期间贵公司需确保入住房间的客人与登记入住的客人相一致, 入住客人的有效证件和房卡仅限于入住本人使用。访客请如实出示本人的有效证件在前台办理登记。否则由此导致昆明索菲特大酒店受到处罚或制裁, 昆明索菲特大酒店有权向贵公司追偿相应的罚款金额及损失。

During the activities period, Your Company needs to ensure that guests staying in the room are in accordance with the check-in guests. The valid ID and room card for the guest are limited to the person using the card. Also Visitors going to guest room should register the required information with valid and authentic certificates respectively. Otherwise, Hotel will punished or sanctioned. Sofitel Kunming has the right to recover the corresponding fines and losses from your company.

## 住房信息 / Housing information:

贵公司需在本 2022 年 7 月 13 日前提供下述重要信息, 以便更好更快捷的安排房间入住。如贵公司在客人到店前不能提供确认住宿人员名单的房间, 酒店有权利根据出租率情况进行分房。

Your company needs to provide the following important information before Jul 13, 2022, in order to arrange room occupancy better and faster. If your company cannot provide a room to confirm the list of accommodation staff before the guests arrive, the hotel has the right to separate rooms according to the occupancy rate.

- 团队入住人员名单 Rooming list of group  
(客人姓名、出生年月日、国籍、护照/身份证件号码、公司名称及职务、办公地点、入住日期及航班信息)  
Guest name, date of birth, nationality, passport/ID number, company name and title, office location, check-in date and flight information)
- 分房表 (入住及离店日期、房间类型、房间数量)  
Room table (check-in and check-out date, room type, number of rooms)
- 是否需要安排接机服务以及到达航班的详细信息  
Need to arrange pick-up service and details of arrival flight
- 房间各项费用担保及结算方式  
Others charge is guarantee and settlement metho

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## 会议及宴会安排 Meeting &amp; Catering Arrangement

日期 Date	时间 Time	活动 Event	地点 Venue	摆台 Set up	保证人数 GDP Att.	价格 Price	预计费用 Total Charge (人民币 CNY)
7月15日 Jul 15	18:00-21:00	自助晚餐 Buffet dinner	锦厨国际餐厅 Kwee Zeen	现有式 Existing	10人	人民币 328 元净价/人 CNY 328net / Person	3,280
7月16日 Jul 16	08:30-12:00	会议服务 Meeting Services	云南厅 Yun Nan Room	课桌式 Grand Ballroom 1	50人	人民币 7,000 净价/天 CNY 7,000net / day	7,000
	12:00-14:00	自助午餐 Lunch Buffet	锦厨国际餐厅 Kwee Zeen	现有式 Existing	35人	人民币 198 元净价/人 CNY 198net / Person	3,965
	18:00-21:00	晚餐 Dinner	云南厅 Yun Nan Room	圆桌 Round table	40人	人民币 3,000 元净价/桌 CNY 3,000net / Table	12,000
						<b>¥26,245</b>	

预计会议餐饮总消费：人民币元 26,245

Total consumption: CNY26,245

**会议及用餐保证人数 Meeting & Meal guarantee number:**

请贵公司在 2022 年 7 月 13 日前与酒店书面确认所有会议及餐饮的最终保证人数，允许最终保证人数与合同签订的保证人数有 5% 的减少浮动。如果最终人数增加或减少，酒店有权根据贵公司的最终保证人数更改活动地点，费用将视以下情况而定。

Please confirm the final guarantee number of all meetings and catering in writing with the hotel before Jul 13, 2022, and allow the final guarantee number and the number of guarantees signed by the contract to decrease by 5%. If the final number increases or decreases, the hotel reserves the right to change the event location based on your company's final guaranteed number, which will be subject to the following conditions.

- 活动期间如实际人数少于保证人数，酒店将根据保证人数收费；如实际人数多于保证人数，酒店将根据实际人数收费。  
If the actual number of people is less than the guaranteed number during the event, the hotel will charge according to the guaranteed number; if the actual number is more than the guaranteed number, the hotel will charge according to the actual number.
- 贵公司需在规定的时间内结束会议和活动。如果需要延长会议时间，酒店有权额外收取费用并视情况重新安排场地。晚宴时间超过晚宴当天 23 时，超过每小时则按全天会场服务的百分之十收取费用（不足一小时按一小时计算）。  
Your company needs to close meetings and events within the specified time. If an extension is required, the hotel reserves the right to charge an additional fee and reschedule the venue as appropriate. The dinnertime is more than 23 o'clock on the day of the dinner, and is more than 10% of the Conference Services per hour (less than one hour by one hour).

**备注 Remarks:**

- 以上价格为人民币。  
The above price is CNY.
- 以上价格包含服务费及适用的相关税费。在本合同期限内酒店公司有权根据相关法律法规的规定调整相关税费。  
The above prices include service fees and applicable taxes. During the term of this contract, the hotel company has the right to adjust the relevant taxes and fees in accordance with the relevant laws and regulations.
- 除会议室租金以外的其他消费（包括但不限于个人消费及餐饮消费）可能无法开具增值税专用发票。发票的具体类别由酒店公司根据相关法律法规确定。  
Consumption other than conference room rentals (including but not limited to personal consumption and food and beverage consumption) may not be able to issue VAT invoices. The hotel in accordance with relevant laws and regulations determines the specific category of the invoice.
- 会议/活动场地根据参加人数及摆台要求进行安排。如果与会人数发生变化，在场地允许并征得主办方同意的情况下，酒店将保留为此活动安排其他合适的会议场所的权利。  
Meeting/event venues arranged according to the number of participants and the requirements for placement. If the number of participants changes, the hotel reserves the right to arrange other suitable meeting venues for this event, subject to the venue's permission and consent from the organizer.

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# SOFITEL

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KUNMING

- 基于食品安全原因, 酒店谢绝自带任何食品。如需自带整瓶酒水, 请提前告知销售。用餐期间, 若有需要则按酒店酒水单零点(两升可乐, 雪碧每瓶人民币 68 元净价)。若自带红酒, 白酒, 洋酒等, 团队将收取服务费人民币 500 元每桌。  
For food safety reasons, the hotel declined to bring any food. If you need to bring your own bottle of wine, please inform the sales in advance. During the meal, if necessary, press the hotel wine list for zero (two liters of cola, Sprite per bottle of RMB 68 net price). If you bring red wine, white wine, wine, etc., the team will charge a service fee of RMB 500 per table.
- 以上会场服务费及餐饮报价是在保证 2 间客房预订的基础上的优惠价。如果客房使用数低于双方同意的最低标准, 酒店有权更改以上会场服务费及餐饮报价。  
The above quotations based on the guaranteed price of 2 room reservations. The hotel reserves the right to change the above fees and catering quotes if the number of rooms used is below the minimum agreed by both parties.
- 以上所有活动细节需在活动前一周确认(2022 年 7 月 13 日), 以保证酒店相关部门提前准备。  
All details of the above activities must confirmed one week before the event (Jul 13, 2022) to ensure that the relevant departments of the hotel are prepared in advance.
- 敬请知悉, 在宴会/会议正式开始前四小时入场布置免收费用, 如您需要在此时间之前入场布置, 酒店将视具体要求及场地可用情况酌情收取场地租金。若要求通宵搭建, 则收取人民币 1000 元每小时通宵搭建费。通宵搭建期间, 酒店不提供服务员在场服务。  
Please be aware that there is no charge for admission four hours before the official start of the banquet/meeting. If you need to enter the venue before this time, the hotel will charge the venue rent as appropriate according to the specific requirements and availability of the venue. If you require overnight construction, you will be charged an additional fee of RMB 1,000 per hour for overnight construction. During the overnight stay, the hotel does not provide a waiter presence.
- 若更换摆台形式, 需至少活动前三天通知酒店。若提前两天或当日更换摆台形式, 酒店将会额外收取会议服务的 10% 的服务费。  
If you change the table format, you must notify the hotel at least three days before the event. If the form changed two days in advance or on the same day, the hotel will charge an additional 10% service charge for the conference services.
- 贵公司所有活动, 不得有违背法律等相关条文。若有违法行为, 酒店将不承担责任。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赔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。  
All activities of Your Company is must not violate the relevant provisions of the law. The hotel will not be liable for any illegal activities. If the event cannot be carried out normally due to incomplete customer certification or if the customer fails to legally use the leased site according to the agreed use, the hotel has the right to terminate the contract and have the right to charge the total activity of the event as agreed in the contract. If the hotel operation, goodwill is damaged, or the third party claims compensation or is punished by the government department due to customer reasons, the customer shall compensate the hotel within the loss of the hotel.

## 会场租金包含 Meeting Room Includes:

- 标准会议摆台, 文具及矿泉水。  
Standard meeting set, stationery and mineral water.
- 签到台。  
Reception table
- 大堂及会场区域标准版指示牌。  
Standard edition sign in the Lobby and venue area
- 白板 / 活页白板及纸带马克笔。  
Whiteboard / loose-leaf whiteboard and tape marker
- 标准音响设施及麦克风。  
Standard audio system and microphone

## 会议设备租赁 Conference Equipment Rental:

- 如您需要其他会议相关辅助服务, 请与我们的宴会销售经理联系。  
If you need additional conference related ancillary services, please contact our Catering Sales Manager.

## 团队取消政策 Group Cancellation Policy

酒店于此活动确认后收到取消或部分取消的书面通知, 酒店有权根据接到通知的日期先后收取相应比例的违约金。双方同意如果有取消的情况发生, 贵公司在收到酒店发票后的 30 天内将以下相应取消损失费全额支付给酒店。  
The hotel will receive written notice of cancellation or partial cancellation after confirmation of this event. The hotel has the right to charge a corresponding percentage of liquidated damages according to the date of receipt of the notice. The parties agree that if there is a cancellation, your company will pay the full cancellation loss to the hotel within 30 days after receiving the hotel invoice.

酒店确认 Hotel Confirmed By \_\_\_\_\_

公司确认 Company Confirmed by \_\_\_\_\_

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# S O F I T E L

昆明索菲特大酒店  
KUNMING

- 在 15-29 日之前取消会议或餐饮, 酒店将收取预计会议或用餐费用的 40%作为取消费用。  
If you cancel your meeting or meal before 15-29, the hotel will charge 40% of the estimated meeting or meal fee as cancellation fee.
- 在 7-14 日之前取消会议或餐饮, 酒店将收取预计会议或用餐费用的 75%作为取消费用。  
If you cancel your meeting or meal before 7-14 days, the hotel will charge 75% of the estimated meeting or meal fee as cancellation fee.
- 在 7 日之内取消会议或餐饮, 酒店将收取预计会议或用餐费用的 100%作为取消费用。  
If you cancel the meeting or meal within 7 days, the hotel will charge 100% of the estimated meeting or meal fee as cancellation fee.

## 账单指引 Billing Guidelines

### 主账单 Master bill:

在此活动/团队住店期间, 酒店将为贵公司提供一个主账单的账号, 以下所列出的项目将会挂帐到贵公司的主帐单里, 贵公司将在活动结束后/团队离店前结清主账单。

During the events period, the hotel will provide your company with a primary billing account. The items listed below will posted to your company's main bill, and your company will be at the end of the event/team leaving the store. Clear the main bill before.

- 房费  
Rooms Charge
- 活动/团队的费用  
Events Charge
- 会议有效签单人确认费用  
Meeting signer confirm the charge

### 个人账单 Personal bill:

- 房间杂费消费  
Room Miscellaneous fees
- 非会议安排的个人其他在店消费  
Non-conference arrangements for individuals to spend in the store

住店客人需在办理入店手续时提供现金或信用卡副本作为抵押。客人将于退房时结清相关的费用。若贵公司要求客人入住时免收押金入住, 则昆明钢铁控股有限公司昆钢大厦分公司(昆明索菲特大酒店)将该等预订用房及杂项消费视为由贵公司担保并支付尾款。  
In-house guests are required to provide cash or credit card copy as collateral upon check-in. Guests will settle the relevant fees upon checkout. If Your Company asks guests to leave the deposit at check-in, Kunming Iron & Steel Holdings Co., Ltd. Kun Steel Building Branch (Sofitel Kunming Hotel) will treat these bookings and miscellaneous consumption as guaranteed by Your Company and pay the final payment.

## 押金及付款 Deposit & Payment

根据双方协议, 所有活动相关客房、会议及餐饮费用需于活动结束后当日结算清楚, 如无法于活动结束后当日结清账款, 需提前与酒店签署“临时挂账申请”, 该申请需要贵公司提供营业执照, 税务登记证等证明文件。

According to the agreement between the two parties, all event-related rooms, conferences and catering expenses must clearly settled on the day of the event. If it is not possible to settle the account on the day of the event, you must sign a "temporary account application" with the hotel in advance. The application needs to provide by your company. License, tax registration and other supporting documents.

消费项目 Consumer project	预计消费(人民币) Expected consumption(CNY)
房费(总共 40 房晚) Room consumption (Total 3 room nights)	人民币 24,000 元 CNY 24,000
会议及餐饮消费 Conference and food consumption	人民币 26,245/元 CNY 26,245
杂项收费 Miscellaneous charges	根据实际消费收取 Charged according to actual consumption
预计总费用: Estimated total consumption:	人民币 50,245 元 CNY 50,245

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中国昆明市西山区环城南路 777 号 · 邮编 650034 · 电

话: +86(0) 871 6863 9888 · 传真: +86(0) 871 6863 5555

777 South Huang Cheng Road - Xishan District Kunming 650034 - Yunnan - P.R. China

# SOFITEL

昆明索菲特大酒店  
KUNMING

付款日期 Payment Date	付款比例及金额 Payment ratio and amount
2022年7月13日前 Before Jul 13, 2022	合同签订预计总消费的80%，约人民币40,196元 The contract is expected to account for 80% of the total consumption, about CNY 40,196
团队抵店当日，即2022年7月15日 Arrival Day, Jul 15, 2022	合同签订预计总消费的剩余20%，约人民币10,049元 The remaining 20% of the estimated total consumption after the contract is signed, approximately CNY 10,049
团队离店当日，即2022年7月17日 Departure Day, Jul 17, 2022	根据实际消费结清所有余款 Settle all balances based on actual consumption
	因疫情及不可抗力因素不能举办甲方应60天内全额退还乙方已支付定金。 If the event cannot be held due to the epidemic and force majeure factors, Party A shall refund the deposit paid by Party B in full within 60 days.

### 酒店银行账户信息 (人民币账户) Hotel bank account information (CNY account):

- 开户行：中国银行昆明市滇池路支行  
Bank of deposit: Bank of China Branch of Bank of China, Dianchi Road, Kunming
- 银行地址：云南省昆明市西山区环城西路611号B座  
Bank Address: Block B, No. 611, Huancheng West Road, Xishan District, Kunming, Yunnan, China
- 账户名称：昆明钢铁控股有限公司昆钢大厦分公司  
Account Name: Kunming Steel Holdings Co., Ltd. Kungang Building Branch
- 人民币账号：137244430466  
RMB account number: 137244430466
- 除特别注明外，报价以人民币结算。人民币之外的货币的兑换将依照付款当期的汇率以及政府规定的税率。  
Quotations settled in RMB unless otherwise stated. The exchange of currencies other than RMB will be based on the current exchange rate of the payment and the government-defined tax rate
- 付款时请标明您的公司名称及付款用途。为便于昆明索菲特大酒店查询到帐情况请发送一份电汇汇款/申请存根。  
Please indicate your company name and payment purpose when making payment. In order to facilitate the check-in of the Sofitel Kunming, please send a wire transfer/application stub.

### 未按时收到预付款政策 Failure to receive prepayment policy on time:

如在酒店指定日期2022年7月13日之前未收到贵公司的预付款，酒店有权取消团队的预定。只有在收到定金且酒店的客房及会场预定允许的情况下，酒店将为贵公司恢复预定。  
The hotel reserves the right to cancel the team's reservation if the prepayment of your company has not received before the hotel's designated date Jul 13, 2022. The hotel will resume the booking for your company only if a deposit received and the hotel's rooms and venues allowed.

### 食品及酒水规定 Food & Drink Regulations:

基于食品安全的原因，酒店谢绝自带任何食品及酒水，贵公司如在未经酒店许可的情况下私自带食品及酒水进入宴会或会场区域，酒店工作人员有权拒绝该物品进入宴会或会场区域。  
For reasons of food safety, the hotel refuses to bring any food and drinks. If your company privately brings food and drinks into the banquet or venue area without the hotel's permission, the hotel staff has the right to refuse the item to enter the banquet or venue area.

如贵公司的宾客对食物有特殊要求或过敏，请提前一周告知酒店员工或销售经理。  
If your company's guests have special requirements or allergies to food, please inform the hotel staff or sales manager one week in advance.

如有低于法定年龄限制的人员参加活动并试图获得含酒精饮料，则酒店有权停止提供含酒精饮料。酒店有权拒绝向已经醉酒的客人提供含酒精饮料。  
The hotel reserves the right to stop providing alcoholic beverages if there is a person below the legal age limit to participate in the activity and attempt to obtain alcoholic beverages. The hotel reserves the right to refuse to serve alcoholic beverages to guests who already drunk.

除非获得酒店的事先同意，客人不得将其自己的食品、烹饪原料或饮料带入酒店。如有任何客人带入自己的食品、烹饪原料或饮料，酒店对客人自己带入酒店食品饮料所引起的任何不良反应不承担任何责任。  
Guests not allowed bringing their own food, cooking ingredients or beverages to the hotel unless they have the prior consent of the hotel. If any guest brings in their own food, cooking ingredients or beverages, the hotel will not held liable for any adverse reactions caused by the guests bringing their own food and beverages.

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**店外设备 Outside Equipment**

对于任何从酒店外部带进来的设备,如手提电脑,投影仪等,酒店的客房有专门提供的不同尺寸的保险箱供客人存放。对于任何由于客人的疏忽造成的丢失或损坏,酒店概不负责。

For any equipment brought in from outside the hotel, such as laptops, projectors, etc., the hotel's rooms are equipped with different sizes of safes for guests to store. The hotel is not responsible for any loss or damage caused by the negligence of the guest.

**陈列品, 展品规定 Display Items, Exhibit Regulations**

任何要带入酒店的海报、指示牌、装饰品或陈列品均需提前通知酒店,只有经酒店批准后方可带入酒店。酒店保留拒绝未经酒店批准或产品不符合酒店有关规定的海报、背景幕、或指示牌进入酒店的权利。除非特别许可,酒店大堂,餐厅及公共区域不允许放置任何形式的指示牌。

Any posters, signs, decorations or exhibits to bring into the hotel must be informed in advance and can only be brought into the hotel upon approval by the hotel. The hotel reserves the right to refuse entry to the hotel without the hotel's approval or the product's posters, backdrops or signs that do not comply with the hotel's regulations. No signs of any kind are allowed in the hotel lobby, restaurant and public areas unless specifically permitted.

所有由贵公司联系的外部供应商进场搭建前,须经酒店评估并于活动举办前与酒店签订责任合同。

All external suppliers contacted by your company must be assessed by the hotel and signed a liability contract with the hotel before the event.

**损坏及赔偿 Damage & Compensation**

活动期间包括搭建或翻台情况下,由贵公司或其邀请的与会者及合作公司对酒店会议场地及设施造成遗失损坏,贵公司将负责照价赔偿。

In the event that the event includes construction or rollover, the company or its invited participants and partner companies will cause damage to the hotel conference venue and facilities, and your company will be responsible for the compensation.

**物品的运送及存放 Transportation & Storage of Goods**

鉴于昆明钢铁控股有限公司昆钢大厦分公司(昆明索菲特大酒店)的存放设施有限,物品只能在贵公司活动开始前72小时办理接收并须在贵公司结束后的24小时之内运走。

如果贵公司存放的物品未能在7日内运走,酒店则默认贵公司放弃并授权酒店处置所有剩余物品。对于任何从酒店外部带进来的设备,如手提电脑,投影仪等,酒店的客房有专门提供的不同尺寸的保险箱供客人存放。对于任何由于客人的疏忽造成的丢失或损坏,酒店概不负责。

In view of the limited storage facilities of Kun Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming Sofitel), items can only be received 72 hours before the start of your company activities and must be within 24 hours after the end of your company activities. Take it away. If the items you have deposited are not shipped within 7 days, the hotel will abandon and authorize the hotel to dispose of all remaining items. For any equipment brought in from outside the hotel, such as laptops, projectors, etc., the hotel's rooms are equipped with different sizes of safes for guests to store. The hotel is not responsible for any loss or damage caused by the negligence of the guest.

**噪音限制 Noise Limit**

请贵公司至少于活动前七日提交一份音响设备的清单与预期的音量程度给酒店,并保证在活动期间无论是阁下或者外部供应商都应该将音量保持在适当的程度。为了避免对其他客人的活动产生影响,酒店保留要求贵公司适当调整音量的权利。请贵公司予以理解和支持。

Please submit a list of audio equipment and the expected volume level to the hotel at least seven days before the event, and ensure that the volume should be kept at an appropriate level either by you or by an external supplier during the event. In order to avoid affecting the activities of other guests, the hotel reserves the right to ask your company to adjust the volume properly. Please understand and support your company.

**外部供应商/搭建商规定 External Supplier/Contractor Regulations**

关于贵公司是否应与外部供应商或外部联系人进行合作以完成此次活动,酒店建议与外部供应商或外部联系人合作时签订供应商与酒店责任分离合同。由于以下原因,酒店有权拒绝任何外部供应商或外部联系人在酒店中进行活动:

Regarding whether your company should work with external suppliers or external contacts to complete the event, the hotel recommends a contract for separation of suppliers and hotel responsibilities when working with external suppliers or external contacts. The hotel reserves the right to refuse any external suppliers or external contacts to conduct activities in the hotel for the following reasons.

- 贵公司未能提前通知酒店关于与外部供应商或外部联系人合作的情况  
Your company failed to notify the hotel in advance about working with external suppliers or external contacts.
- 外部供应商或外部联系人不能遵守与酒店的责任合同中的有关规定  
External suppliers or external contacts cannot comply with the relevant provisions of the hotel's liability contract.
- 由于不良历史纪录被列入酒店黑名单的外部供应商或外部联系人  
External suppliers or external contacts listed on the hotel blacklist due to bad historical records

**汇率及服务费 Exchange Rate & Service Charge**

合同中所有价格均为人民币,汇率以汇兑当日现行官方汇率为准。以上所有价格,除非标明“净价”则免收取10%服务费及6%增值税,若未标注则均须支付10%服务费及6%增值税并开具普通发票。

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# S O F I T E L

昆明索菲特大酒店  
KUNMING

All prices in the contract are in CNY, and the exchange rate is subject to the current official exchange rate on the day of exchange. All prices above are exempt from 10% service charge and 6% VAT unless otherwise stated. If not marked, 10% service charge and 6% VAT will be charged and a general invoice will be issued.

## 清洁 Clean

会议室会议服务已包含了标准的清洁费用。如果活动进行中导致的需要进行超出标准的清洁则需另付费用。超出标准的清洁包括但不限于酒水对地毯的污染, 客人醉酒呕吐等情况。

Standard room cleaning fees are included in the conference services rental. If the activity is in progress and requires cleaning beyond the standard, an additional fee will be charged. Cleaning beyond the standard includes, but is not limited to, contamination of the carpet by the wine, drunkenness and vomiting.

## 广告 Advertisement

必须在得到酒店管理层面许可后, 方可把酒店名称或者图标印刷在宣传资料上。

The hotel name or icon must be printed on the promotional materials after obtaining written permission from the hotel management.

## 安全及损失 Safety & Loss

酒店可执行特殊保安任务, 费用另计。

The hotel can perform special security tasks at an additional cost.

若贵公司的员工或客人在这次活动期间及活动后由于个人行为发生自身财产的损失, 酒店对此不予负责。

The hotel is not responsible for the loss of property of your company's employees or guests during and after the event due to personal actions.

## 许可及许可证 License

如果活动需要得到政府许可及要求有许可证的, 贵公司必须至少提前七天提供一份相关部门的许可证复印件为酒店备案。

If the activity requires government permission and requires a permit, your company must provide a copy of the relevant department's license for the hotel at least seven days in advance.

如果贵公司无法提供政府许可证的, 酒店将有权取消活动, 并收取此活动预计总费用的 50% 作为取消赔偿费。

If your company is unable to provide a government permit, the hotel will have the right to cancel the event and charge 50% of the estimated total cost of the event as a cancellation fee.

## 安全及防火规定 Safety & Fire Protection Regulations

为了确保客人的安全, 本酒店要求贵公司及其供应商遵守本酒店的消防规章制度。在任何情况下, 大宴会厅或多功能厅的防火通道和紧急出口均不准被座椅, 舞台, 设备和布置等所堵塞。

In order to ensure the safety of our guests, the hotel requires your company and your company's suppliers to comply with the hotel's fire regulations. In any case, seats, stages, equipment and layout do not block the fire exits and emergency exits of the Grand Ballroom or Function Room.

若贵公司在活动期间需要使用易燃的物品, 必须尽早通知本酒店及具体数量并在获得酒店管理层面批准后方可使用。

If your company needs to use flammable items during the event, you must notify the hotel and the specific amount as soon as possible and use it with the approval of the hotel management.

## 因故终止权 Termination Right

任何一方均可终止本协议且终止方无需承担任何责任 (对终止日前所提供商品和服务负有的责任除外), 条件是:

Either party may terminate this Agreement or the Terminating Party shall not be liable (other than the liability for the goods and services provided prior to the termination date), if:

- 如果发生自然灾害、战争、政府管制、恐怖主义、灾难、罢工、社会骚乱、交通设施瘫痪或超出一方控制范围的任何其他同样性质的紧急情况, 使一方对其在本协议项下义务的履行不可行、不合法或受到严重影响, 则在该等事件发生后的五 (5) 日内, 向非终止一方发出书面通知;

If a natural disaster, war, government regulation, terrorism, disaster, strike, social disturbance, traffic facilities, or any other emergency of the same nature beyond the control of one party occurs, the party's performance of its obligations under this Agreement if it is not feasible, illegal or seriously affected, a written notice will be sent to the non-terminating party within five (5) days after the occurrence of such event;

- 如果非终止一方为债权人的利益做出自愿或非自愿的转让或进入破产程序, 则在贵公司的会议日期之前向非终止一方发出书面通知;
- 如果经营相关酒店的管理公司不再是雅高酒店集团的直接或间接子公司, 则在提前五 (5) 天书面通知相关酒店后, 贵公司可在活动计划的首日之前终止本协议且无需承担任何责任 (对终止日前所提供商品和服务负有的责任除外)。

If the management company operating the relevant hotel is no longer a direct or indirect subsidiary of Accor Hotel, your company may terminate this agreement and do not need to do so before the first day of the event plan, five (5) days

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prior written notice to the relevant hotel. Take any responsibility (except for the liability for goods and services provided prior to the termination date);

- 如果酒店依照本条规定终止本协议，相关酒店应在终止通知后的十（10）日内退还贵公司支付的全部保证金和/或预付款。  
If the Hotel terminates this Agreement in accordance with this section, the relevant hotel shall refund all deposits and/or advances paid by your company within ten (10) of the termination notice.

#### 赔偿与免受损害 Compensation & Protection From Damage

如因酒店在履行其在本协议项下义务时所采取的任何行动而使相关团体产生任何索赔、法律行动、诉讼或责任，包括合理的律师费，酒店同意为贵公司辩护，对其进行赔偿，并使其免受损害。酒店还同意，对因酒店履行其在本协议项下义务导致任何第三方提起任何索赔、法律行动或诉讼而产生的任何责任（因贵公司的不良行为或过失而产生的法律行动或责任除外），酒店将为贵公司辩护，对其进行赔偿，并使其免受损害。

In the event of any action, legal action, cause of action or liability of your company, including reasonable attorneys' fees, because of any action taken by the hotel in fulfilling its obligations under this Agreement, the hotel agrees to defend your company, conduct repartee, and protect it from damage. The Hotel also agrees to any liability arising out of any claims, legal actions or claims by any third party arising from the performance of its obligations under this Agreement (except for legal actions or liabilities arising from the misconduct or negligence of your company), the hotel will defend your company, compensate them and protect them from damage.

如因贵公司或贵公司所聘任何承包商在履行其在本协议项下义务时所采取的任何行动而使酒店产生任何索赔、法律行动、诉讼或责任，包括合理的律师费，贵公司同意为酒店、雅高酒店集团及他们各自的管理层、董事、雇员和代理人进行辩护，对其进行赔偿，并使其免受损害。贵公司还同意，对因贵公司履行其在本协议项下义务导致任何第三方提起任何索赔、法律行动或诉讼而产生的任何责任（因酒店的不良行为或过失而产生的法律行动或责任除外），贵公司将为酒店、雅高酒店集团及他们各自的管理层、董事、雇员和代理人进行辩护，对其进行赔偿，并使其免受损害。

Any claim, legal action, cause or liability, including reasonable attorneys' fees, if any of the contractors employed by your company or your company in the performance of their obligations under this Agreement, including the relevant parties agree to defend the hotel, Accor Hotel Group and their respective managers, directors, employees and agents, and compensate them against damage. The relevant body also agrees that any liability arising out of any claim, legal action or cause of action by any third party due to the performance of the obligations of the relevant party under this Agreement (legal actions or liabilities arising from the hotel's misconduct or negligence) Except for your company the hotel, Accor Hotel and their respective managers, directors, employees and agents will be defended, compensated and protected from damage.

#### 保险 Insurance

贵公司和酒店需要为上文“赔偿与免受损害”一节中所列各自义务购买保险。对于贵公司所聘任何外部承包商在场地上从事的任何活动，贵公司应全面负责。根据酒店的要求，贵公司应提供一份保险证书，承保该等外聘承包商的活动，并将酒店、雅高酒店集团及他们各自的管理层、董事、雇员和代理人列为该等外聘承包商所从事活动的附加被保险人。

Your company and related hotels are required to purchase insurance for their respective obligations as set out in the section "Compensation and Protection from Damage" above. Your company shall be fully responsible for any activities undertaken by any external contractor engaged by the relevant group on the site. According to the requirements of the hotel, your company should provide an insurance certificate to cover the activities of the external contractors and include the hotel, Accor Hotels Group and their respective managers, directors, employees and agents as such external employees. An additional insured person engaged in the activities of the contractor.

#### 变更通知 Change Notification

对上述条款做出的任何变更均须采取书面形式并由双方签署方可生效。对本协议做出的任何修改、补充或纠正除非得到双方签署或草签否则不具有约束力。本协议项下发出的一切通知均须采取书面形式并按本协议中所列地址发送给本协议首页所列人员。通知应在对方接收后视为送达并须采取下列方式发送：(a) 专人递交；(b) 商业隔夜快递服务（要求回执）；或者(c) 传真，以机打收据为凭，但条件是在同日通过商业隔夜快递服务按上文规定方式发送一份确认副本。

Any changes to the above terms must be in writing and signed by both parties to take effect. Any modification, addition or correction to this Agreement will not be binding unless sign or drafted by both parties. All notices given under this Agreement shall be in writing and sent to the persons listed on the front page of this Agreement at the addresses set forth in this Agreement. The notice shall be deemed to have been served upon receipt by the other party and shall be sent in the following manner: (a) handed over; (b) commercial overnight courier service (request for receipt); or (c) facsimile, machine-based receipt, but condition On the same day, a confirmed copy was sent by commercial overnight service as specified above.

#### 适用法律与管辖地 Applicable Law & Jurisdiction

本协议应受中华人民共和国的实体法管辖并依照该等法律加以解释，不考虑其法律冲突原则。根据下文“仲裁”一节的条款和条件，因本协议而产生的所有争议均须接受被告公司所在地具有适当管辖权的法院管辖。

This Agreement shall be governed by and construed in accordance with the substantive laws of the People's Republic of China, without regard to its conflict of laws principles. All disputes arising out of this Agreement shall be subject to the jurisdiction of the court of competent jurisdiction of the defendant's company in accordance with the terms and conditions of the "Arbitration" section below.

酒店确认 Hotel Confirmed By \_\_\_\_\_

公司确认 Company Confirmed by \_\_\_\_\_



# SOFITEL

昆明索菲特大酒店  
KUNMING

## 律师费 Lawyer Fee

如果任何一方为执行本协议的某项条款和条件而针对另一方采取任何法律行动，则双方同意，该等法律行动的败诉一方应向胜诉一方支付全部的法庭费用、合理的律师费和胜诉一方产生的开支。此外，被通过非司法手段追讨的一方应负责支付成功获得本协议项下所欠款项追讨权的一方所产生的全部合理开支（包括合理的律师费）。

If either party takes any legal action against another party to enforce a term or condition of this Agreement, the parties agree that the losing party to such legal action shall pay the winning party all court fees, reasonable attorneys' fees and the winning party. The expenses incurred. In addition, the party recovering through non-judicial means shall be responsible for all reasonable expenses (including reasonable attorneys' fees) incurred by the party who successfully obtained the right to recover the money owed under this Agreement.

## 弃权 Abstain

如有任何一方同意放弃其执行本协议任何条款的权利，该一方并未放弃其在任何其他时间执行该等条款或执行本协议的任何或所有其他条款的权利。

If either party agrees to waive its right to enforce any provision of this Agreement, that party does not waive its right to enforce those terms or enforce any or all of the other terms of this Agreement at any other time.

## 具有约束力的协议 Binding Agreement

本协议，连同以引述方式列入本协议的活动计划和酒店信息表等附件，构成双方达成的全部条款。对该等条款做出的任何变更均须采取书面形式并由双方签署方可生效。本协议一经双方签署，所有先前的口头或书面协议将不再有效。

This Agreement, together with the Activity Plan and Hotel Information Form, which is included in this Agreement by reference, constitutes all terms and conditions agreed between the parties. Any changes to these terms must be in writing and signed by both parties to be effective. Once both parties sign this Agreement, previous oral or written agreements will no longer be valid.

## 强制执行 Enforce

如果本协议的任何规定根据相关法律不可强制执行，则本协议的所有其他规定应继续具有全面的法律效力。

If any provision of this Agreement is not enforceable under the relevant laws, all other provisions of this Agreement shall continue to have full legal effect.

## 豁免及服务流程 Waiver & Service Procedures

贵公司确认 Covid-19 新型冠状病毒的持续风险，兹确认并同意：

Your Company acknowledges the ongoing risks of Covid-19, acknowledges, and agrees that:

(a) 尽管有本协议条款规定，酒店可能会被要求：

Despite the terms of this Agreement, the Hotel may be required:

(i) 根据政府规定或指示；或

By government regulation or direction; or

(ii) 为了酒店宾客和员工的健康和安全，取消本协议或修改本协议的条款

For the health and safety of the Hotel's guests and employees, to cancel, or amend the terms of, this Agreement;

(b) 酒店对贵公司和/或任何活动参与者均不承担有关此活动的任何义务或责任；

The Hotel has no obligation or liability to your company and/or any attendees in relation to the event;

(c) 贵公司同意继续进行该活动，尽管存在与Covid-19新型冠状病毒相关的任何/所有风险；

Your company agrees to proceed with the event notwithstanding any and all risks related to Covid-19; and

(d) 贵公司代表本人和活动所有参与者豁免酒店由该活动引起的任何责任。

Your company releases, on its own behalf and all attendees at the event, from any liability arising from the event.

## 雅高心悦界会议策划者 ALL(Accor Live Limitless) Meeting Planner

作为雅高心悦界会议策划者计划中的一员，您将有权获得针对本次活动的相应积分。您将免费获得雅高心悦界会议策划者会员资格并且将按酒店认可消费的2欧元兑换1个积分的方式得到积分奖励。您的积分将在活动结束后计入您的会员帐户，提前与您确认您的会员卡号。这些积分可以在全球2000多家雅高酒店使用，并且可以将积分兑换为航空里程或用于其它合作伙伴优惠项目。欲知详情，请访问网站

<http://www.accorhotels.com>. As a member of the ALL Meeting Planner program, you will be entitled to the appropriate points for this event. You will receive a ALL Meeting Planner membership free and will receive points for 1 redeem of 2 Euro based on the hotel's approved spending. Your points will be credit to your member account at the end of the event and your card number will confirmed with you in advance. These points can be use at more than 2,000 Accor hotels worldwide and can be redeem for airline miles or for other partner offers. For more information, please visit <http://www.accorhotels.com>.

## 确认 Confirm

双方理解，在昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）收到签署后的本合同副本和首笔保证金之前，贵公司预订的客房和场地仅为临时预留，不能保证供公司使用。做出最后决定的日期为2022年7月13日。如在2022年7月13日之前昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）仍未收到签署后的本合同副本和首笔保证金，酒店有权不经事先通知释放所有的客房和场地。

The two parties understand that the room and venue reserved by Your Company are only reserve temporarily after Kunming Steel Holding Co., Ltd. Kunming Steel Building Branch (Sofitel Kunming) has received the signed copy of this contract and the first deposit. Cannot be guarantee for use by Your Company. The date of the final decision is Jul 10, 2022. For example, Kunming Steel

酒店确认 Hotel Confirmed By \_\_\_\_\_

公司确认 Company Confirmed by \_\_\_\_\_



# S O F I T E L

昆明索菲特大酒店  
KUNMING

Holding Co., Ltd. Kunming Steel Building Branch (Sofitel Kunming) has not received the signed copy of this contract and the first deposit after the **Jul 13, 2022**. The hotel reserves the right to notify the company without prior notice. Free all rooms and venues.

如果酒店收到他人在同一时间内对上述场地的要求，我们将以书面/口头形式通知贵方并延长 24 小时（1 个工作日），等您书面回复是否确认您的预订。此后，酒店有权释放任何保留的客房和场地。

If the hotel receives a request from the other person at the same time, we will notify you in writing/verbal form and extend it for 24 hours (1 working day), waiting for your written reply to confirm your reservation. Thereafter, the hotel reserves the right to release any reserved rooms and venues.

双方可在本协议清晰可辨的副本上签字并通过电子传输形式（传真或电子邮件）将其发送至对方专门指定的接收人，酒店认可该等副本并将根据该等副本保留客房和场地；但是，如果酒店未能在电子传输签字页所示日期后的七十二（72）小时内收到由相关团体未加更改直接签署的本协议，相关酒店有权不再保留客房和场地，亦不再履行本协议项下的任何义务。

Both parties may sign a clear and identifiable copy of this Agreement and send it by electronic transmission (fax or email) to the specially designated recipient of the other party, and the hotel will approve the copy and will retain the room and venue in accordance with the copy, if the hotel fails to receive this agreement signed by the relevant group without change within 72 (72) hours after the date indicated on the electronic transmission signature page, the relevant hotel reserves the right to no longer reserve the room and venue. No longer, fulfill any of the obligations under this Agreement.

经双方代表签署后，本协议（包括酒店一般活动信息表）即构成贵公司与酒店之间具有约束力的协议。感谢您对昆明钢铁控股有限公司昆钢大厦分公司（昆明索菲特大酒店）的支持。我们期待与您合作，并预祝本次活动的顺利进行。

After signing by both parties, this agreement (including the hotel general activity information form) constitutes a binding agreement between your company and the hotel. Thank you for your support to Kun Steel Holding Co., Ltd. Kun Steel Building Branch (Sofitel Kunming). We look forward to working with you and wish this event a smooth start.

昆明钢铁控股有限公司昆钢大厦分公司  
Kun Steel Holding Co., Ltd. Kun Steel Building Branch  
(昆明索菲特大酒店) (Sofitel Kunming)

公司名称：北京博源意嘉市场咨询有限公司  
Company: Beijing Boyuan Yijia Market Consulting Co., Ltd.

签名：\_\_\_\_\_  
钟煜 Bally ZHONG  
市场销售总监 Director of Sales & Marketing



签名：\_\_\_\_\_  
姓名 Name:  
公司公章 Company Stamp:

签名：\_\_\_\_\_  
日期

总经理 General Manager

酒店确认 Hotel Confirmed By \_\_\_\_\_

公司确认 Company Confirmed by \_\_\_\_\_

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