

HOTEL ISTANA
KUALA LUMPUR51st MPS SEMINAR 201827th – 29th APRIL 2018**HOTEL RESERVATION FORM****Participant Rate**

In conjunction with this prestigious event, Hotel Istana is offering special room rates as below:

Room Type	Single	Double
	With One Breakfast	With Two Breakfasts
Deluxe Room	RM320.00nett	RM360.00nett
Club Room	RM420.00nett	RM460.00nett
Club Suite	RM660.00nett	RM710.00nett

* Exchange rate is subject to change base on a daily exchange rate without prior notice.

* Rates offered are inclusive of 6% GST.

* Extra bed request is chargeable at RM100.00nett per unit inclusive of one breakfast and is subject to availability upon check-in.

Cancellation Policy Applies:

- Cancellation received within 7 days prior to arrival, cancellation fee equivalent to the value of entire stay will be levied upon.
- In the event of 'no-show' a cancellation fee equivalent to the value of the entire stay will be levied upon.

Important Notice :

- o Kindly be informed that the mandatory Tourism Tax of RM10 per room per night will take effect from 1 September 2017.
- o The Tourism Tax will be paid by the guest directly to the hotel upon check out. This tax is in addition to the existing 6% GST. (Not included in the room rates).
- o Malaysians citizens, permanent residents and valid work permit holders are exempted from the Tourism tax.

Important Note: Kindly forward the completed booking form latest by **27th MARCH 2018**. Any booking form received after the date will be based on room availability. **Email : rsvn@hotelistana.com.my**

GUEST PARTICULARS

Name : _____ Designation : _____

Arrival / Check - In : _____ Flight No : _____ ETA : _____

Departure / Check - Out : _____ Flight No : _____ ETD : _____

Total of Night(s) Stay : _____ Email : _____ Tel / Fax No : _____

RESERVATIONS DETAIL

ROOM CATEGORY (Please indicate and tick below)

ROOM TYPE : _____ Single : Double : Single : Double : Remarks : _____ Smoking : Non - Smoking : **BILLING INSTRUCTIONS**We accept cash (Ringgit Malaysia) or the following credit card : **AMEX, VISA, MASTERCARD, JCB**Payment via cheque should be made payable to **THR Hotel (KL) Sdn Bhd – Hotel Istana**Telegraphic transfer to **Maybank Account No. 014084-325742**

Do you wish to guarantee this reservation? YES : _____ NO : _____

I hereby authorize Hotel Istana Kuala Lumpur to charge _____ to my credit card details as follows:

*Please provide Credit Card No: _____ CVV : _____ Expiry Date : _____

NOTE: Bookings without guarantee will be automatically released 7 working days prior to arrival date**LIMOUSINE ARRANGEMENT**Mercedes Please Tick: _____
Airport (KLIA) to Hotel Istana at RM250.00nett per way: YES / NO Flight ETA : _____Hotel Istana to Airport (KLIA) at RM250.00nett per way: YES / NO Flight ETD : _____

73 Jalan Raja Chulan, 50200 Kuala Lumpur

Company : 78532-v, TEL : +603 2141 9988 FAX : +603 2144 0111 Website : www.hotelistana.com.my