

Hotel Reservation Form

RESID: CMT010817

“9th Asia Sustainable Oil Palm Summit”

1 – 2 August 2017

Fast Facts

Strategically located 7 minutes walk to Kuala Lumpur Convention Centre / Petronas Twin Tower / Suria KLCC Shopping Mall / Bukit Bintang and 2 minutes walk to KL Pavilion Shopping Mall.

To take advantage of these rates and to ensure your accommodation, please **complete this reservation form with full details** and fax it directly to the hotel, using the fax number or email in box 2.

1. GUEST'S DETAILS Please complete in block capitals using black ink

Family Name: _____	Given Name: _____
Job Title: _____	
Organization: _____	
Tel (Direct line): _____	Fax (For confirmation): _____
Email: _____	

2. REQUIREMENTS Please choose room type

PULLMAN KUALA LUMPUR CITY CENTRE HOTEL & RESIDENCES Telephone: +6(03) 2170 3000/8622 Email: priscilla.loh@pullman-klcc.com / resvns@pullman-klcc.com	
PLEASE FAX TO: +6(03) 2170 8662 BEFORE	<u>3 JULY 2017 (AFTER THIS DATE, RESERVATION IS SUBJECT TO ROOM AVAILABILITY)</u>
No. of room	
<input style="width: 80px; height: 30px;" type="text"/>	Superior Room Single (Room and 1 breakfast, inclusive of wireless internet) RM400.00net per room per night
<input style="width: 80px; height: 30px;" type="text"/>	Superior Room Twin (Room and 2 breakfasts, inclusive of wireless internet) RM435.00nett per room per night
<input style="width: 40px; height: 20px;" type="checkbox"/>	Extra Bed : RM120.00nett per unit per day
<input style="width: 40px; height: 20px;" type="checkbox"/>	Extra Bed with Breakfast : RM170.00nett per unit per day
Special Request: _____	

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Arrival Date: _____	Flight/ ETA: _____	<input type="checkbox"/>	Limousine transfer RM365.70nett per car
Departure Date: _____	Flight/ ETD: _____	<input type="checkbox"/>	Limousine transfer RM365.70nett per car

Note:

- Rates quoted are inclusive of 10% Service charge plus GST unless otherwise specified
- Check-in time is after 1400hrs on the day of arrival and Check-out time is before 1200 hrs on the day of departure. Early check-in is subject to room availability. Late check-out before 1800 hrs is based on half day rate charge and full day rate charge will apply for check-outs after 1800 hrs;
- Transfer between 0000 to 0600 hrs is subject to 50% surcharge.

2. TO GUARANTEE YOUR ROOM All reservations must be guaranteed with major credit card

<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMEX	<input type="checkbox"/> DINERS CLUB	<input type="checkbox"/> JCB
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Credit Card No.: _____ Expiry Date: _____

Cardholder's Name: _____

Signature of Cardholder: _____ *Non-embossed ID No.:* _____

Note:

- In the event of non-arrival or cancellation less than 3 working days prior to arrival, a one night deposit will be charged;
- Please provide copy of your credit card (front & back) in order to guarantee your booking.

Reservation Conditions

- Unless the Hotel receives a guaranteed security (Credit Card), all room reservations without flight details will only be held until 16:00 (local time) on actual day of arrival.
- Guaranteed reservations will be held until your guest's arrival. In the event of non-materialization, a one (1) night no-show charge will be levied and borne by the guarantor, any booking changes (arrival date) must be confirmed one (1) day prior to arrival or the no-show charge will apply.
- For reservations on guest's personal account, a credit card imprint will be secured upon arrival to facilitate check-out procedures and confirm the guest's status. In the event that no credit card is available, a nominal deposit equivalent to the hotel number of nights reserved will be collected from the guest (s).
- Check in time is from 14:00 and check out is 12:00 noon. Early check in or late checkout requests are subject to room availability. A nominal charge applies for late checkout request.
- A full day charge will apply if you require the hotel to pre-block the room on day in advance in order to guarantee early check in.
- All special requests will place on top priority and subject to availability on arrival

We take this opportunity to thank you once again for your kind support and please feel free to contact us at +603 2170 8674 or via email: priscilla.loh@pullman-klcc.com should you need further clarification or assistance.