



KUALA LUMPUR

HOTEL RESERVATION FORM

ASEAN M & E 2018

FROM 17 TILL 19 JULY 2018

To : Reservation Department Dorsett Kuala Lumpur	Booker name : _____
E-mail : reservation.kualalumpur@dorsetthotels.com	Company name : _____
CC : lian.chyehong@dorsetthotels.com	Tel : _____
Tel : 603 2716 1000	Fax : _____
Fax : 603 2716 5000	Email : _____

GUEST'S DETAILS

Last Name (Mr/Ms/Mrs/Dr)	First Name	
Designation	Company name	
Company Address		
Zip/City Code	Country	
Passport number	Nationality	
Place & Date of Issue	Date of birth	

RESERVATION REQUIREMENTS

Check-in date		Arrival Flight No		ETA		Yes <input type="checkbox"/> No <input type="checkbox"/> Airport Transfer at RM 230.00nett per car per way
Check-out date		Departure Flight No		ETD		Yes <input type="checkbox"/> No <input type="checkbox"/> Airport Transfer at RM 230.00nett per car per way

Note: Airport transfer is available upon request. A 50% surcharge if payable for hire during the hours of 12 midnight to 6.00am

Room Category & Room Rates	No. of Room/s	No. of Adult/s	No. of Child/ren
Dorsett Room at RM 340.00nett per room per night inclusive of 01 buffet breakfast and wi-fi			
Dorsett Room at RM 370.00nett per room per night inclusive of 02 buffet breakfast and wi-fi			
Deluxe Premier at RM 410.00nett per room per night inclusive of 01 buffet breakfast and wi-fi			
Deluxe Premier at RM 440.00nett per room per night inclusive of 02 buffet breakfast and wi-fi			
Dorsett Suite at RM 590.00nett per room per night inclusive of 01 buffet breakfast and wi-fi			
Dorsett Suite at RM 620.00nett per room per night inclusive of 02 buffet breakfast and wi-fi			

GUEST'S PREFERENCE (SUBJECT TO AVAILABILITY UPON CHECK-IN)

Preferred Room	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non Smoking	<input type="checkbox"/> No Preference
Preferred Bed	<input type="checkbox"/> King	<input type="checkbox"/> Twin	<input type="checkbox"/> No Preference
Preferred Location	<input type="checkbox"/> Near the lift	<input type="checkbox"/> Away from lift	<input type="checkbox"/> No Preference

TERMS AND CONDITIONS

1. All rates quoted inclusive of 6% GST and all transaction are in Ringgit Malaysia (RM). However, should any government agency adjust these taxes or assess additional taxes to be in effect during the term of this agreement, the additional tax shall also be added to these rates.
2. Rates quoted subject to Tourism Tax of RM 10.00nett flat rate per room per night for all foreign guests. The tax will be reflective separately in the room bill/ room rate and is not inclusive of service charge and GST.
3. Official check-in time is after 1400 hours and check-out time is before 1200 hours. Full-day surcharge will be applicable for a guaranteed check-in before 12.00 noon. Late check-out shall be chargeable at 50% of room rate and full rate is chargeable after 6pm.
4. The provided credit / charge card will be used for the above room reservation(s) guarantee
5. Reservation shall be guaranteed by 1 night room rate and will not be refunded for no-show / cancellation made less than 7 days before check-in. Cancellation must be notified in writing to the organizer or our reservation 7 days before check-in.
6. All rates are valid for stays between the conference date and 3 days pre and post conference dates.
7. Extra bed is chargeable at RM 130.00nett.
8. Room reservation is subject to availability.

PAYMENT INSTRUCTIONS

<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER	<input type="checkbox"/> AMEX	<input type="checkbox"/> DINERS	<input type="checkbox"/> JCB
Credit Card no	Expiry Date	Security Code	Card Holder's name	

Note : In order to guarantee your room booking, credit card details is require upon reservation.

HOTEL CONFIRMATION

Confirmation No	Confirmed by	Date	
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