

HOTEL RESERVATION FORM

'GEOSMART ASIA 2015"

Geospatial Media and Communications Sdn Bhd

(Room Rates are valid from 28th September 2015 – 02nd October 2015)

Room Type / Rates	No. of room required	Check-in Date	Check-out Date	No. of Night(s)
Superior Room – RM 330.00nett with 01 breakfast				
Superior Room – RM 360.00nett with 02 breakfasts				
Deluxe Room – RM 370.00nett with 01 breakfast				
Deluxe Room – RM 400.00nett with 02 breakfasts				
Club Room – RM 450.00nett with 01 breakfast				
Club Room – RM 500.00nett with 02 breakfasts				

The above rates are inclusive of the following benefits:-

- Complimentary daily newspaper (Local)
 Complimentary Buffet Breakfast at Coffee House (All day dining restaurant)
- Complimentary in-room coffee/tea making facilities
- Complimentary car parking facilities (limited to only one car per room. Additional cars will be charged)
- Complimentary usage of Wi-Fi for all room categories
- ASTRO Channels
- In-room movie channels

GUEST'S PARTICULARS

Extra Person

A charge of RM 128.00nett per extra person or per extra bed per night is applicable and is inclusive of 01 x breakfast; with a maximum of one rollaway per room. This arrangement is only applicable for our **Deluxe Room** category.

Title	First Na	First Name		Last Name / Surname	
Room Sharing with					
Tel No:	Mobile No:	Ema	il:		
FLIGHT DETAILS	Arrival Date	Flight /ETA	Departure Date	Flight/ ETD	
_		_		_	

LIMOUSINE ARRANGEMENT

Transfer service available from KLIA / KLIA 2 to Hotel and from Hotel to KLIA / KLIC 2 at:

RM 265.00nett (Camry), one way	KLIA – Sunway Putra Hotel	Please tick
RM 265.00nett (Camry), one way	Sunway Putra Hotel – KLIA	Please tick
RM 265.00nett (Camry), one way	KLIA2 - Sunway Putra Hotel	Please tick
RM 265.00nett (Camry), one way	Sunway Putra Hotel – KLIA2	Please tick

^{*}A Surcharge of 50% will be levied for service rendered from 0001 hours to 0600 hours.

* Van / MPV requirement please do contact hotel directly



Method of Payment

Payment can be made by Company Cheque, Credit Card or Telegraphic Transfer. For credit card payment we require your card number, the expiry date and the cardholder's name.

I hereby authorise Sunway Putra Hotel to charge the deposit/event to my credit card details as shown below: -Card Holder's Name: ___ Expiry Date: Credit Card No: ☐ Diners Credit Card Type: Visa Master □ Amex □.JCB (For Amex, please provide the I/D No: \square \square \square) (Last 3 digits at the back of the card $\Box\Box\Box$) Cardholder's Signature: (NOTE: Please attach a photocopy of both sides of the credit card) Payment can be made via cheque or telegraphic transfer with the following bank details:-Pavee Name Sunway Putra Hotel Sdn Bhd : Bank's Name **HSBC Bank Malaysia Berhad** Bank's Address No.17-23 Jalan Sultan. 46200 Petaling Jaya Bank's Account 202-024063-102

I agree to the following terms & conditions:

Swift Code

GST Number

- Rates are inclusive of 10% service charge & 6% GST.
- Limited numbers of rooms are available per category. Once a category has been sold, the next available category will be offered. Confirmation is subject to room availability.

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- 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.
- This form is based on the individual room booking and is not applicable for group booking more than 10 rooms. For group booking, please contact our Sales & Marketing Department.
- Check-In time is after 3PM and Check-Out time is at 12PM. Early check-in or late check-out arrangements can be made at applicable charges.
- Requests for early Check In will be subject to room availability. However, to guarantee the early Check In, the room must be reserved from at least the previous night with an additional one night charge.
- Request for late departure will be subject to room availability and the full rate is chargeable for any Check –
 Out after 6.00pm

(For any cancellation made within 72 hours prior to arrival date **OR** a non-arrival, one (1) night charge will be made unto the card holder as a non-arrival penalty)

FOR GROUP BOOKING, KINDLY CONTACT MOHD FOUZI MD SAAD, Assistant Director of Catering Sales at 603 4040 9888 (Ext 8101), mfauzims@sunwayhotels.com