



NATIONAL TAX CONFERENCE 2018
16th – 17th JULY 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	RM330.00nett	RM370.00nett
Club Room	RM420.00nett	RM460.00nett
Club Suite	RM630.00nett	RM670.00nett

- * Exchange rate is subject to change based on a daily exchange rate without prior notice.
- * Rates offered are inclusive of 0% 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 one (01) night 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. (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 **2nd JULY 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**
 Telegrafic 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 : _____