

**HOTEL BOOKING FORM – THE PUTERI PACIFIC JOHOR BAHRU**

You can book the accommodation by sending this form by fax/email to the hotel direct. You may also call the hotel reservation direct. Please give reference of the conference to get this special rate offered for the delegates attending the conference.

<b>Name:</b>	(First Name)	(Middle Name)	(Last Name)
<b>Designation:</b>			
<b>Name of institution/hospital:</b>			
<b>Mailing address:</b>			
		<b>Postcode:</b>	
<b>Tel no:</b>		<b>New IC/ Passport No.:</b>	
<b>Email (please write legibly):</b>			

**Other personal information : (Please check your preferences)**

Room preference  Smoking  Non-smoking

- Rates are including 10% service charge and prevailing Gov tax
- Room rate quoted is inclusive of breakfast/s

All room assignments will be made in the order received. We will try to honor your first choice of room requirement.

Room Type	Room Type	Room rate in RM (per room/per night)		Extra Bed	Check IN	Check Out	Total no of nights	Total (RM)
		Single	Twin/ Double					
Princess	Deluxe	260	260	85				
Imperial	Deluxe	290	290	85				
Executive Deluxe	Deluxe	402	450	85				
Suites	Suite	540	590	85				

**II. Mode of payment : TICK OFF CHOICES. YOU ARE NOT REGISTERED UNTIL PAYMENT IS RECEIVED.**

OPTION 1 : CREDIT CARD :  VISA  MasterCard  American Express

<b>Card Holder's Name (as credit card) :</b>			
<b>Credit Card Number :</b>		<b>Expiry Date :</b>	

For AMEX credit card holders only, please fill in the four-digit security number printed (non-embossed) on the right-hand corner of the card :

For VISA/MASTERCARD credit card holders only, please fill in the three-digit security number printed (non-embossed) on the signature panel on the reverse side of the card :

I hereby authorize the hotel to charge one room night as a deposit for the reservation of the room/s and the full duration for any cancellation of the room/s made by me.

Signature : \_\_\_\_\_ (Essential)      Date of Authorisation : \_\_\_\_\_  
(Authorizing Charge and Acknowledging Cancellation policy)

**OPTION 2 : BANK TRANSFER OR CHEQUE (Personal cheque will only be accepted before 5 working days of the event)**

**Account Holder: PUTERI HOTELS SDN BHD**

**Account Number : 5-01011-24790-4**

**Name of Bank: MALAYAN BANKING BERHAD (CROSSED "ACCOUNT PAYEE ONLY")**

#### **Terms & Conditions**

1. TO ENSURE THAT A ROOM HAS BEEN RESERVED, ALL INFORMATION IN THE BOOKING FORM NEED TO BE FULLY COMPLETED WITH A SIGNATURE AND FAXED TO THE HOTEL. NO RESERVATION WILL BE MADE FOR INCOMPLETED FORMS. EMAIL & TELEPHONE REQUESTS WILL NOT BE ACCEPTED.
2. Hotel requires a credit card number, expiry date to secure reservation. The payment should be settled at check-in and will be charged in Ringgit Malaysia. Any cancellation must be notified in writing to the hotel. Penalty of one room night booked will be charged for cancellation after 20<sup>th</sup> March 2015
3. Please send email or fax the duly completed and signed HOTEL BOOKING FORM to [reservation@puteripacific.com](mailto:reservation@puteripacific.com) Fax : 607-219 9998
4. Please retain a copy of this form for your record.
5. Within five working days from the receipt of the signed hotel booking form, an acknowledgement note with a confirmation number will be issued to you via email or fax only. Please state clearly your email address and fax number in the form.
6. As a limited number of rooms have been reserved for participants, please make and confirm your booking promptly. The closing date for hotel reservation is 12th Nov 2015. After 12<sup>th</sup> Nov 2015, the booking of room will be subject to room availability & prevailing rate at time of booking.