



**HOTEL RESERVATION FORM**  
**INSTITUTE OF ENGINEERING EDUCATION TAIWAN (IET)**  
**3 – 5 JUNE 2016**  
**EMAIL TO: reservations@theroyalechulan.com.my or resv.trc@theroyalechulan.com.my**  
**HOTEL RESERVATION DEADLINE: 20 MAY 2016**

Registrant's name _____		
Surname		First Name
Sharer's name _____		
Surname		First Name
Title _____		Company _____
Business address _____		
Street address or P O Box #		
_____		
City/Town		State
Telephone : _____	Facsimile : _____	Email : _____
Arrival date _____	Limousine Pick-Up at RM320nett per car (Y / N) FLT # / Time: _____	
Departure date _____	Limousine Transfer at RM320nett per car (Y / N) FLT # / Time : _____	
<p>Superior Single/Double <input type="checkbox"/> <b>RM 350.00nett</b> per room per night, inclusive of daily breakfast for one (1) person/ two (2) persons</p>		
<p>Room Preference <input type="checkbox"/> Single <input type="checkbox"/> Double  <input type="checkbox"/> Smoking <input type="checkbox"/> Non-Smoking</p>		
<p>Dietary Preferences _____ Allergies _____</p>		
<ul style="list-style-type: none"> <li>• <i>Please be informed the hotel is not holding any accommodation outlined above</i></li> <li>• <i>Any reservation received will be subject to availability at hotel prevailing rate</i></li> </ul>		
<p>I hereby authorize The Royale Chulan Kuala Lumpur to charge _____ to my credit card details as follows:</p>		
<p>Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Master <input type="checkbox"/> Amex <input type="checkbox"/> JCB <input type="checkbox"/> Diners (please tick)</p>		
<p>For Amex, please provide 4 digits I/D No _____</p>		
<p>For VISA / MASTERCARD, please provide 3 digits (behind credit card) I/D No _____</p>		

Credit Card No: \_\_\_\_\_ Expiry Date \_\_\_\_\_

- *Reservation must be guaranteed with credit card otherwise is deemed not confirm and will be released 7 days prior to arrival*
- *CANCELLATION POLICY : 100% cancellation charges throughout the stay will be applicable for "No Show" or cancellation made 14 days prior to arrival date*

**I agree to the following Terms & Conditions**

- Rates quoted in Ringgit Malaysia and inclusive of 6% government tax
- Room type is subject to availability
- Additional breakfast is chargeable at RM 40.00 nett per person
- Extra bed is chargeable at RM 190.00 nett per unit per day inclusive of one (1) breakfast – subject to availability
- Limited number of rooms available per category. Once a category has been sold, the next available category will be offered. Confirmation is subject to room availability.
- Cancellation received within 14 days prior to arrival, cancellation fee equivalent to the value of the entire stay will be levied upon.
- In the event of 'no-show' a cancellation fee equivalent to the value of entire stay will be levied upon.
- Check in time is after 3pm and check out at 12pm. Early check in or late check-out arrangements can be made at applicable charges and subject to availability
- Credit card details provided will authorize hotel to charge the necessary payment related to this reservation
- Airport transfer rate is for Limousine to/from KLIA and subject to 50% surcharge for usage between 00:00 – 06:00 hrs
- Bookings will be made upon receiving full details via reservation form with credit card details for guarantee purposes
- Rates are subject to changes after the above stated cut-off date

**GUEST'S SIGNATURE**

Name : \_\_\_\_\_  
Date : \_\_\_\_\_

**FOR HOTEL USE**

Confirmation No : \_\_\_\_\_  
Date Confirmed : \_\_\_\_\_

**Reservation Department**  
**THE ROYALE CHULAN KUALA LUMPUR**  
Group Booking : [resv.trc@theroyalechulan.com.my](mailto:resv.trc@theroyalechulan.com.my)  
: [reservations@theroyalechulan.com.my](mailto:reservations@theroyalechulan.com.my)  
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