

**EMERGING TRENDS  
IN HIGHER EDUCATION LEARNING  
AND TEACHING  
18 -19 OCTOBER 2010**

**HOTEL RESERVATION FORM**



**DAMANSARA**

6, Jalan PJU 7/3, Mutiara Damansara,  
47800 Petaling Jaya,  
Selangor Darul Ehsan, Malaysia  
Tel: 603-7843 1111  
Fax: 603-7843 1122  
www.royalebintang.com.my

**PLEASE COMPLETE THIS FORM AND FAX TO MS MARIA ISHA AT  
+603-7843 1126 OR EMAIL TO maria@royalebintang.com.my**

Guest Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Passport / IC: \_\_\_\_\_ Expiry: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

Check-in date (dd/mm/yy): \_\_\_\_\_ Time : \_\_\_\_\_

Check-out date (dd/mm/yy): \_\_\_\_\_ Time : \_\_\_\_\_

*Note: Hotel check-in time :after 2.00 pm*

*Hotel check-out time : before 12.00 pm*

**Credit Card Number :** \_\_\_\_\_ **Name of Cardholder :** \_\_\_\_\_

**Card Type :** \_\_\_\_\_ **Expiry Date:** \_\_\_\_\_

**3 digit code :** \_\_\_\_\_ **Signature of Cardholder :** \_\_\_\_\_

*\*All reservations will be held until 6.00pm, unless a credit card guarantee or advance payment has been provided to the Hotel on/before arrival date. Otherwise, the Hotel reserves the right to release the room.*

*\*Cancellation and No-Show Policy: 25% of the Total Room Charge if cancellation made 3 days prior to arrival. No shows will be subjected to charge equivalent to one (1) night accommodation.*

**Room Category:** (Please tick ✓)

Room Type	Room Rate	✓
Superior Queen	RM 250 ++ per room per night (Single/Double) (with 2 breakfast)	<input type="checkbox"/>
Deluxe Queen	RM 285 ++ per room per night (Single/Double) (with 2 breakfast)	<input type="checkbox"/>
Studio Deluxe Twin	RM 340 ++ per room per night (Double) (with 2 breakfast)	<input type="checkbox"/>
Family Suite	RM 430 ++ per room per night (Triple) (with 3 breakfast)	<input type="checkbox"/>

☞ *All room rates are subject to 10% service charge and 5 % government tax.*

☞ *Participants are required to check into the hotel directly and all payments are to be made to the hotel.*

**GUEST'S SIGNATURE**

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

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

**FOR HOTEL USE**

Confirmation number : \_\_\_\_\_

Date Confirmed : \_\_\_\_\_