

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



**One World Hotel
Tel:603-7681 1111/603-7681 1118**

**PLEASE COMPLETE THIS FORM AND FAX TO MR NORMAN MAHMUD AT
+6037712 2290 OR EMAIL TO norman_m@oneworldhotel.com.my**

HOTEL RESERVATION DEADLINE:16 SEPTEMBER 2010

**Any reservation received after deadline will be subject to availability and at hotel prevailing rate*

Guest Name (First/Middle/Last) : _____ Date of Birth : _____
 Title : _____ Company : _____
 Address : _____
 Passport/IC : _____ Expiry : _____ Date of Issue : _____
 Telephone : _____ Facsimile : _____ E-mail : _____

Check-in Date : _____ Flight # : _____ ETA Time : _____ Airport Transfer : Yes / No (RM240.00++ per way)

Check out Date : _____ Flight # : _____ ETA Time : _____ Airport Transfer : Yes / No (RM240.00++ per way)

Room Rate for delegates per room per night (please select)

- () Superior : RM350.00++ inclusive 2 breakfasts
- () Deluxe : RM375.00++ inclusive 2 breakfasts
- () Executive Deluxe : RM425.00++ inclusive 2 breakfasts

Bed type of each Room Category (please select)

- () King () 2 Twins
- () King () 2 Queen Twins
- () King () 2 Queen Twins

Preference : () Smoking () Non-smoking () Away from Lift () Low/ high floor
 Dietary Preferences : _____ Allergies : _____

Credit Card Number : _____ Name of Cardholder : _____

Card Type : _____ Expiry Date: _____

3 digit code : _____ Signature of Cardholder : _____

**Reservation must be guaranteed with credit card otherwise is deemed not confirm and will be released 7 days prior to arrival
 CANCELLATION POLICY : 1 night room charge for "No-Show" or cancellation made 3 days (72 hours) prior to arrival

I agree to following Terms & Conditions

- Confirmation of room types is subject to availability at time of booking as number of rooms available per category is limited, therefore the next category will be offered if the selected room category is sold out
- Selected bedding preference will be noted by hotel however subject to availability upon check in
- Hotel official check in time is from 3:00PM onwards and check out time is at 12:00PM
- In the event of early check-in before 12:00PM, a 50% surcharge will be applicable
- A full day surcharge will apply to guaranteed early check in before 9:00AM as 1 night pre-block is required
- Late check out is subject to availability upon request. Haft day charge applies for late check out until 6:00PM; and full day charge applies for late check out beyond 6:00PM
- 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 12:00AM to 6:00AM
- Extra bed is available at RM60.00 per unit per night, subject to availability upon request
- All rates quoted above are subject to 10% service charge & 5% government tax

GUEST'S SIGNATURE

Name : _____

Date : _____

FOR HOTEL USE

Confirmation number : _____

Date Confirmed : _____