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Please complete this form in CAPITAL letters and send it by fax or email to the Reservation Department
HOTEL MAYA KUALA LUMPUR CITY CENTRE, 138 Jalan Ampang 50450 Kuala Lumpur, Malaysia

Please use one form per conference participant
Organize: **GLOBAL FUTURISTIC MANAGEMENT ON 14th - 19th MAY 2025**

HOTEL ROOM BOOKING FORM:

FAMILY NAME:		FIRST NAME:	PASSPORT / ID NO:
Please indicate the name of the person sharing the room:			
NO. OF ADULT/S (INCLUDING YOURSELF):		CHILDREN:	
COMPANY NAME:			
ADDRESS:			
CITY:		POST CODE:	
COUNTRY:		E-MAIL:	
PHONE:		FAX:	

BOOKING INFORMATION

Check-in Date:		Check-out Date:	
No. of night/s:			
Flight Number / ETA:		Flight Number / ETD:	
SINGLE @ 1 BREAKFAST		SHARING @ 2 BREAKFAST	
Heritage Room at MYR318.60nett per room per night	<input type="checkbox"/>	Heritage Room at MYR351.00nett per room per night	<input type="checkbox"/>
Premier Room at MYR351.00nett per room per night	<input type="checkbox"/>	Premier Room at MYR383.40nett per room per night	<input type="checkbox"/>

**** All room rates as above are inclusive of 8% SST ****

Airport Transfer Charges as below:

Destination	ALZA 4 people 4 luggage 27"	Toyota Camry 3 people 3 Luggage 27"	Toyota Hiace 7 people 7 Luggage 27"	Toyota Alphard 3 people 4 Luggage 27"
KLIA > Hotel	RM 195.00+	RM 265.00+	RM 280.00+	RM 450.00+
Hotel > KLIA	RM 195.00+	RM 265.00+	RM 280.00+	RM 450.00+
Subang Airport > Hotel	RM 150.00+	RM 220.00+	RM 200.00+	RM 400.00+
Hotel > Subang Airport	RM 150.00+	RM 220.00+	RM 200.00+	RM 400.00+

*** All airport transfer rates are subject to 8% Service Tax. Any changes of tax act by the local authorities will be levied too the**

client directly.

* 50% surcharged from 11.30pm to 6am

* Child/baby/booster seat available upon request and chargeable at RM58.00 nett per unit, subject to availability

* WIFI is provided at all the transport

- Additional breakfast at RM 58.00nett Adult / RM 29.00nett Child (5 -12 years old) per person per day
- Laundry, dry-cleaning and pressing services exclude from the contract rates
- Extra bed only at RM 80.00nett daily (**Not applicable for Studio & Studio Heritage Rooms**)
- Extra bed with breakfast at RM 108.00nett daily (**Not applicable for Studio & Studio Heritage Rooms**)

PAYMENT TERM:

- To guarantee your reservation, a deposit equivalent to one night's stay will be collected upon booking by **ONLINE transfer to HMKLCC or credit card**. If for **CREDIT CARD** information, kindly contact our reservation department to proceed with payment.
- This deposit is non-refundable and will be applied towards your reservation.

TERM & CONDITIONS

- In the event of **NO SHOW** or last- minute cancellation (**07 days before arrival**), one room night will be levied.
- Pre and post (03 days prior to the event & 03 days after the event) accommodation rate is offered at the same rate and **are subjected to the availability of the rooms. (Cut-off date of Accommodation by 10th April 2025)**
- Check in time after: 3.00pm / Check out time at: 12.00noon
- An additional of 50% room rate will be applicable for late checkout (i.e.12.00noon.to 6.00pm) and are subjected to availability.
- Checkout after 6.00pm will be subjected to full day rate.
- **All rates quoted are in Malaysian Ringgit inclusive of 10% service charges and 8% SST**
- Please be informed that, with effect from 1 September 2017, the Malaysian federal government will be imposing a **Tourism Tax of RM10.00 per room per night on non-Malaysians.**
- Room rates quoted above are for single or double occupancy & inclusive of daily buffet breakfast.
- Taxes and Service Charge – The hotel reserves the right to adjust agreed within the contract period in the event of tax alterations by the Government and service charge amendments.

By signing, you confirm that you have read and accept the 'Terms and Conditions'

Booking Signature:	Date:
Confirm By (Office Use):	Confirmation Number: