



ARCHIDEX 2020
WEDNESDAY - SATURDAY, 16-19 DECEMBER 2020

TO SUBMIT RESERVATION FORM BY MONDAY, 30 NOVEMBER 2020 , thereafter rooms are subject to availability

New Booking **Amendment** **Cancellation**

To :	Reservation Department Mandarin Oriental, Kuala Lumpur	From :	_____
E-mail:	Group-MOKUL-Booking@mohg.com	Company:	_____
Fax :	6 03 2179 8659	Fax :	_____
Tel :	6 03 2179 8818	Tel :	_____

Guest's Information

Mr/Ms/Mrs/Dr	_____	Last Name	_____	Given Name	_____
Designation	_____	Company Name	_____		
Company Address	_____				
Zip/City Code	_____	Country	_____		
Passport Number	_____	Nationality	_____		
Place & Date of Issue	_____	Date of Birth	_____		

Reservation Requirements

Room Type	<input type="checkbox"/> Deluxe City View Single at RM495+ (RM544.50 nett) per room per night inclusive (01) buffet breakfast + wireless Internet				
	<input type="checkbox"/> Deluxe City View Double at RM555++ (RM610.50 nett) per room per night inclusive (02) buffet breakfasts + wireless Internet				
	<input type="checkbox"/> CLUB Deluxe City View at RM785++ (RM863.50 nett) per room per night inclusive (02) buffet breakfasts + club benefits				
Arrival	_____	_____	_____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Date	Flight Number	ETA	Airport Transfer at RM385.00nett/car/way	
Departure	_____	_____	_____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Date	Flight Number	ETD	Airport Transfer at RM385.00nett/car/way	

Guest's Preference (subject to availability upon check-in)

Preferred Room	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non Smoking	<input type="checkbox"/> No Preference	Note : Kindly be informed that Hotel Club Lounge is closed temporarily until further notice. Club guests may proceed to Lounge On The Park (Ground Floor) to enjoy their Welcome Drinks and Evening Cocktail
Preferred Location	<input type="checkbox"/> Near the lift	<input type="checkbox"/> Away from lift	<input type="checkbox"/> No Preference	
Preferred Bed	<input type="checkbox"/> King	<input type="checkbox"/> Twin	<input type="checkbox"/> No Preference	

Payment Instructions

<input type="checkbox"/> All charges on guest's own account. Credit card details are required to confirm the booking			
Credit Card	_____	_____	_____
	Credit Card Type / Number	Expiry Date	CVC Nos
Card Holder's Name	_____		

Cancellation Policy:

1. Room rates quoted above are applicable two (2) days pre & two (2) days post after the official conference date for the given room categories only
2. Any no show on the scheduled date of arrival, Hotel will automatically charge the entire duration of stay and the room(s) will be released for general sale.
3. Any cancellation, early departure or shorten stay must be informed FOURTEEN (14) days prior to arrival date, failing which entire duration of room night charges will be forfeited and room will be released for general sales.

Guest Rooms - Terms & Conditions

1. Hotel Check-in and check-out time are 1400Hrs and 1200Hrs respectively.
2. Requests for early check-in will be subject to space availability, however, to guarantee early check-in, the room must be reserved for the night prior to the guest's arrival with 1 full night charge
3. Requests for late check-out is subject to room availability. The rate chargeable shall be at 50% off group rate accorded & full rate is chargeable for check-out after 1800Hrs.

Airport transfers is available upon request. A 50% surcharge if payable for hire during the hours of 12 midnight to 6.00am

Extra bed is chargeable at RM90.00+ (RM99.00nett) per unit per day (not inclusive breakfast)

All rates quoted subject to 10% service charge and is subject to change in accordance with the government policy in Ringgit Malaysia on a per room per night basis. Rates shown in Nett are inclusive of service charge

Note: Following the Malaysian government's announcement of the 2020 Economic Stimulus Package, the 6% Government Tax and MYR10 Tourism Tax that were temporarily removed since 1 March 2020 will now be extended until 30 June 2021