

ROOM RESERVATION FORM
UNIVERSITI TEKNOLOGI MALAYSIA (UTM)
THE 2019 MALAYSIA-JAPAN WORKSHOP ON RADIO
TECHNOLOGY (MJWRT2019)
1 - 2 AUGUST 2019

In conjunction with this prestigious event, Hotel Istana is offering special room rates as per below:

Room Type	Room Rate (Inclusive of Breakfast and WiFi)	
	Single	Double
Deluxe Room	RM300.00nett	RM335.00nett
Club Room	RM420.00nett	RM455.00nett
Suite Room	RM520.00nett	RM555.00nett

****The above rates is applicable 3 days before and 3 days after the event.**

****Extra bed request is chargeable at RM100.00nett (with breakfast) and is subject to availability upon check-in.**

For reservation, please complete the following and fax or email to :

Hotel Reservation Dept at fax no. +603 2149 5500 or email to rsvn@hotelistana.com.my cc faizal.haniff@hotelistana.com.my

Important Notice :

o Kindly be informed that the mandatory Tourism Tax of RM10 per room per night will take effect from 1 September 2017.

o The Tourism Tax will be paid by the guest directly to the hotel upon check out. This tax is in addition to the existing prevailing Govt. Taxes

o Malaysians citizens, permanent residents and valid work permit holders are exempted from the Tourism tax.

Important Note : KINDLY FORWARD THE COMPLETED BOOKING FORM LATEST BY 26 July 2019.

ANY BOOKING FORM RECEIVED AFTER THE DATE WILL BE BASED ON ROOM AVAILABILITY .

CANCELLATION POLICY APPLIES:

*** Any cancellation less than 72 hours prior to arrival date and No-show, one night penalty will be imposed and will be charge to your credit card accordingly.**

(Bookings without Guarantee will be automatically released 7 working days prior to arrival date)

GUEST PARTICULARS

Name : _____

Arrival : _____

Flight No : _____ ETA : _____

Departure : _____

Flight No : _____ ETD : _____

Email : _____

Tel / Fax No: _____

RESERVATIONS DETAIL

ROOM CATEGORY (Please indicate below)

ROOM TYPE : _____

Single Double

BILLING INSTRUCTIONS

We accept Cash (Ringgit Malaysia) or the following credit card : AMEX, VISA, MASTERCARD, JCB

Telegraphic Transfer to

- Account Bearer : THR Hotel (KL) Sdn Bhd – Hotel Istana

- Account No. : 014084 – 325742

- Swift Code : MBBE MYKL

- Bank : MALAYAN BANKING BERHAD

- Address : 42 – 2, Ground & 1st Floor

: Jalan Sultan Ismail, 50250 Kuala Lumpur
 Malaysia.

Do you wish to guarantee this reservation?

YES

NO

Please provide Credit Card No : _____

Expiry Date : _____

CVV : _____

***Reservation No and Confirmed By :** _____

Date: _____