



**HOTEL ISTANA**  
KUALA LUMPUR

**RESERVATION FORM  
SCIENTIFIC CONFERENCE  
11-12 March 2020  
HOTEL BOOKING FORM**

**Special Room Rate**

Inconjunction with this prestigious event, Hotel Istana is offering special room rates for 11-12 March 2020 as per below:

Room Type	Room Rate (Inclusive of Breakfast and WiFi)	
	Single	Double
Deluxe Room	RM 250.00nett	RM285.00nett

*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 6% SST.  
o Malaysians citizens, permanent residents and valid work permit holders are exempted from the Tourism tax.*

*\*\*Exchange Rate is subject to change base on a daily exchange rate without prior notice*

*\*\*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](mailto:rsvn@hotelistana.com.my)

**Important Note : KINDLY FORWARD THE COMPLETED BOOKING FORM ON OR BEFORE 03 March 2020**

**ANY BOOKING FORM RECEIVED AFTER THE DATE WILL BE BASED ON ROOM AVAILABILITY . CANCELLATION POLICY APPLIES.**

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

**GUEST PARTICLUARS**

Name : \_\_\_\_\_ Designation : \_\_\_\_\_  
 Check in : \_\_\_\_\_ Flight No : \_\_\_\_\_ ETA : \_\_\_\_\_  
 Check out : \_\_\_\_\_ 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

Payment via cheque should be made payable to HOTEL ISTANA

Telegrafic Transfer to Maybank Account No. 014084-325742

Do you wish to guarantee this reservation?

YES  NO

Please provide Credit Card No : \_\_\_\_\_ Expiry Date : \_\_\_\_\_

CVV : \_\_\_\_\_

**LIMOUSINE ARRANGEMENT**

**Mercedes**

Airport (KLIA) to Hotel Istana at RM 250.00nett per way

Yes / No

Flight ETA: \_\_\_\_\_

Hotel Istana to Airport (KLIA) at RM 250.00nett per way

Yes / No

Flight ETD: \_\_\_\_\_

**\*Reservation No and Confirmed By :** \_\_\_\_\_

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