

**RESERVATION FORM**

**The 32nd ASEAN Consultative Committee for Standards and Quality (ACCSQ)**

**Traditional Medicines and Health Supplements Product**

**Working Group (TMHS PWG) Meeting, Malaysia**

**4th – 8th November 2019**

**Hosted by**

**National Pharmaceutical Regulatory Agency**

**Ministry of Health Malaysia**

**THE ROYALE BALLROOM (LEVEL 2)**

**Deadline: Date / Cut-off Date: 30th October 2019**

**GUEST DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Last Name |  | First Name |  |  Sharing with:  | Airport Transfer From /To KLIA(RM290.00Nett/car/way) Pick Up  Drop Off  Roundtrip |
| Contact Number |  |
| Email Address |  |
| Company Name |  | Flight Details (24:00hrs) |
| Arrival Date |  | Arrival Flight No |  | ETA |  |
| Departure Date |  | Departure Flight No |  | ETD |  |

* A surcharge of 50% will be levied for transfer between 12.00am to 6.00am and the rate transfer is subject to change

**ROOM CATEGORY**

|  |  |  |  |
| --- | --- | --- | --- |
| Room Category | Room Rates | No. of Room/s | No. of Adult/s |
| Single / Double [RM] |
| Superior Room | **280.00nett** |  |  |  |
| Deluxe Room | **320.00nett** |  |
| Club Deluxe | **470.00nett** |  |
| Exec. Suite | **750.00nett** |  |

* Room rates quoted are inclusive of Breakfast for all rooms category
* Free wireless broadband access [Throughout Hotel premises]
* Complimentary parking offered for in-house guest
* Above rates are only applicable during the above event only, 3 days prior and 3 days after the event.
* Subject to on-day availability.

**PREFERENCE**

|  |
| --- |
| King Size Bed  Twin Bed  Non Smoking  Smoking |

* Subject to on-day availability

**ROOM GUARANTEE METHOD**

|  |
| --- |
|  VISA  MASTER  AMEX  DINERS  JCB |
| Credit Card no | Expiry Date | Security Code | Card Holder’s Name |
|  |  |  |  |

* In order to confirm your room booking, credit card details are required upon reservation.
* **The hotel will charge one room night to the above credit card. A confirmation email will follow subsequently.**

**TERMS AND CONDITIONS**

1. Official check-in time is 1500hrs and check out time is 1200hrs.

2. Full-day surcharge will be applicable for guests arriving to check in between 0001 hours to 1500 hours.

3. Late check-out shall be chargeable at 50% of room rate after 1200 hours but before 1600 hours. Full rate is chargeable for departures after 1600 hours onwards.

4. Any cancellation or reduction of nights to hotel room bookings after **30th October 2019** will result in a late cancellation

charge equivalent to full duration of stay. The hotel must be notified in writing for this.

5. Full charge of the entire duration of stay will be imposed should there be any no show on day of arrival.

6. Any flight changes must be advised at least 24 hours prior to arrival.

7. **The hotel will charge one room night to the provided credit card. A confirmation email will follow subsequently.**

Reservations Department

**Royale Chulan Damansara Hotel**

General Line: + 60 3-7959 9000 Fax: +60 3-7959 9111 Email: resvn.rcd@royalechulan.com / syazwani.rcd@royalechulan.com