

The Istana  
Redefining Refinement



HOTEL ISTANA  
KUALA LUMPUR CITY CENTRE

# HOTEL ISTANA KUALA LUMPUR

## HOTEL RESERVATION FORM

**Asia Pacific Broadcasting Union (ABU)**  
**10th Global Shortwave Coordination Conference: 20-24 January 2014**

Room Rates are valid from 18<sup>th</sup>-24<sup>th</sup> January 2013

*NOTE: Kindly forward all room booking before 20<sup>th</sup> December 2013 to enjoy the special room rate offered*

- |                    |                          |   |
|--------------------|--------------------------|---|
| Deluxe Room (Ksz)  | <input type="checkbox"/> | <b>RM300.00 nett for Single inclusive of One Breakfast &amp; Internet.</b>        |
| Deluxe Room (Twin) | <input type="checkbox"/> | <b>RM330.00 nett for Twin Sharing inclusive of Two Breakfasts &amp; Internet.</b> |

*NOTE: All the Rates above is inclusive of 10% service charge & 6% government tax*

Registrant's name

\_\_\_\_\_ Surname First Name

Business address

\_\_\_\_\_ Street address or P O Box #

\_\_\_\_\_ City/Town State

Telephone # \_\_\_\_\_

Facsimile # \_\_\_\_\_

Arrival date \_\_\_\_\_ Limousine Pick-Up at RM250nett per car (Y / N) FLT #  
Time \_\_\_\_\_

Departure date \_\_\_\_\_ Limousine Transfer at RM250nett per car (Y / N) FLT #  
Time \_\_\_\_\_

I hereby authorize Hotel Istana Kuala Lumpur to charge \_\_\_\_\_ to my credit card details as follows:

Credit Card Type:  Visa  Master  Amex  JCB  Diners  
(Please tick)

For Amex, please provide 4 digits I/D No \_\_\_\_\_

For VISA / MASTERCARD, please provide 3 digits (behind credit card) I/D No \_\_\_\_\_

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

**I agree to the following terms & conditions:**

- Rates are inclusive of 10% service charge & 6% government tax.
- Limited numbers of rooms are available per category. Once a category has been sold, the next available category will be offered. Confirmation is subject to room availability.
- Cancellation received within 7 days prior to arrival, cancellation fee equivalent to the value of entire stay will be levied upon.
- In the event of 'no-show' a cancellation fee equivalent to the value of the entire stay will be levied upon.
- This form is based on the individual room booking and is not applicable for group booking more than 10 rooms. For group booking, please contact our Sales & Marketing Department.
- Check-In time is after 2PM and Check-Out time is at 12 PM. Early check-in or late check-out arrangements can be made at applicable charges.

**FAX/EMAIL HOTEL RESERVATION FORM TO:**

**HOTEL ISTANA KUALA LUMPUR**  
**TEL NO: 60-3-2141 9988                      FAX NO: 60-3-2149 5500**

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

***C.c to: [shashi@hotelistana.com.my](mailto:shashi@hotelistana.com.my) (Director of Sales- Catering)***

***B.c.c to: [norul.askhikin@hotelistana.com.my](mailto:norul.askhikin@hotelistana.com.my) (Event Executive – Catering)***