HOTEL RESERVATION FORM
PORAM FORUM AND DINNER 2008
7th - 8th November 2008

PLEASE PRINT CLEARLY IN BLOCK CAPITALS AND RETURN THE COMPLETED FORM BY **27th October 2008**

Attention: Reservation Manager

Tel No: 603-7681-1118 Fax No: 603-7681-1112 Email: reservations@oneworldhotel.com.my

Guest Name (Mr/Ms/Mrs) _____
(Last) (First)

Company _____

Address _____

_____ _____
City/State Country

Tel No _____ Fax No _____

Mobile No _____ Email _____

Arrival Date _____ Flight No _____

Departure Date _____ Flight No _____

No of room(s) _____ No of guest(s) _____

	Room Category	Single Room Rates	Double Room Rates
Room Rates (per room per night inclusive of breakfast)	Superior/Deluxe Room (Run of House) (King or Twin Bed)	RM 345.00++ ( )	RM 365.00++ ( )
	Deluxe Plus Room (2 Queen Bed)	RM 395.00++ ( )	RM 415.00++ ( )
	Peridot Club Deluxe (King Bed)	RM 465.00++ ( )	RM 465.00++ ( )
Special Request (subject to availability)	King size bed ( )	Twin bed ( )	Non-smoking ( )

Airport Transfer ( ) Yes ( ) No RM200nett per car per way (from KLIA to One World Hotel)
( ) Yes ( ) No RM200nett per car per way (from One World Hotel to KLIA)

Note: A surcharge of 50% will be levied for transfers between 11.00pm to 7.00am and the rate transfer is subject to change without prior notice.

Mode of Payment : I hereby authorised one world hotel, Petaling Jaya to charge _____ to my credit card details as follows:

( ) American Express ( ) Master Card ( ) Visa Card ( ) Diners Club ( ) JCB Card

Credit Card Number _____ Expiry Date _____

Cardholder Name _____ I/D Number _____

Signature _____

Terms & Conditions

- All room reservation must be made through the Reservation Department and subject to room availability.
- Please be informed that the official check-in time is 1500 hours and check out time is 1200 hours.
- In the event of early check-in before 1500 hours, a 50% surcharge will be applicable, while a full-day surcharge will be applicable for a guaranteed check-in before 0900 hours.
- Late check-out will be on request basis and subject to availability. A half day room charge is applicable for late check out until 1800 hours. Room occupied beyond 1800 hours on the day of departure will be charge a full day rate.
- Room rates are subject to 10% Service Charge & 5% Government Tax.
- Any flight changes must be advised at least 24 hours prior to arrival.
- One night room charge will be levied for any cancellation made 7 days prior to arrival (after 31st October 2008) or in the event of no show on arrival date of confirmed booking.
- All hotel payment should be made directly to the hotel upon check-out.
- The Hotel's Reservation Department will send you an acknowledgement and confirmation within 24 hours upon making room reservation.