



# Shangri-La hotel

KUALA LUMPUR

## ROOM RESERVATION FORM

New  Amendment  Cancellation

### 10<sup>th</sup> International Rubber Glove Conference & Exhibition (IRGCE) (6 – 8 September 2022)

To Reserve Your Room, Mail or Fax to:  
SHANGRI-LA HOTEL KUALA LUMPUR, MALAYSIA  
Attn: Reservations Department, Shangri-La Hotel Kuala Lumpur  
Tel: 60 3 20322388 Fax: 60 3 20321245  
Email: [queenie.ng@shangri-la.com](mailto:queenie.ng@shangri-la.com)

PLEASE SEND THIS FORM BY FAX OR MAIL DIRECTLY TO THE HOTEL ON OR BEFORE **22 August 2022**

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

Company \_\_\_\_\_

Business Address \_\_\_\_\_  
Street address or PO Box No \_\_\_\_\_

City/ State \_\_\_\_\_ Country \_\_\_\_\_

Tel No \_\_\_\_\_ Fax No \_\_\_\_\_ E-Mail: \_\_\_\_\_

Arrival Date \_\_\_\_\_ Flight No \_\_\_\_\_ Time: \_\_\_\_\_

Departure Date \_\_\_\_\_ Flight No \_\_\_\_\_ Time: \_\_\_\_\_

No of Room (s) \_\_\_\_\_ No of Guest (s) \_\_\_\_\_

Room Category	Single Room Rates	Double Room Rates
Deluxe Room (King Bed)	RM 450.00++ ( )	RM 490.00++ ( )
Executive Room (King/ Twin Bed)	RM 470.00++ ( )	RM 510.00++ ( )
Horizon Executive Room (King/ Twin Bed)	RM 550.00++ ( )	RM 590.00++ ( )

- Above room rates are subject to 10% service charge and 6% Government Tax.
- Above room rates are inclusive of Daily Breakfast and Hotel WIFI Internet access.
- Mandatory Tourism Tax of RM10.00nett per room per night for all foreign passport holders will be collected by the hotel upon check-out.

#### Airport Pick-Up Arrangement

Airport Representative will be waiting at passenger arrival exit with placard of Shangri-La Hotel Logo. In the event that you do not see our Airport Representative, please contact Information Counter Service for assistance.

**Note: A surcharge of 50% will be levied for transfer between 11.00pm and 7.00am**

<b>Mercedes E Class (RM375.00nett per car per way)</b>	( ) KLIA Airport - Hotel	( ) Hotel – KLIA Airport	( ) 2-Way Airport Transfer
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#### Cancellation Info

**Cancellation of individual reservations must be received on or before 29 August 2022 to avoid a penalty of the full reserved stay. Shorten stay will subject to the full reserved stay.**

No Show Clause

No shows will result in a late cancellation charge equivalent to full duration of stay.

Credit Card Guarantee

Please provide the credit card details to secure the room reservation.

Credit card type

VISA ( ) MASTER ( ) AMEX ( )

For AMEX please provide the I/D No: \_\_\_\_\_

Credit Card No \_\_\_\_\_

Expiry Date \_\_\_\_\_

#### Terms & Conditions

- Please be informed that the official check-in time is 1400hrs and check out time is 1200hrs
- In the event of early check-in before 0800hrs, a full-day surcharge will be applicable for a guaranteed check-in.
- Late check out will be on request basis and subject to availability. A half day room charge is applicable for late check out until 1600hrs. Room occupied beyond 1600hrs of the day of departure will be charged for a full day room charge.
- Any flight changes must be advised at least 24 hours prior to arrival.
- All booking will be subject to the room availability upon receipt of the reservation form.