

**ORGANISER : CHARTERED TAX INSTITUTE OF MALAYSIA**  
**EVENT : NATIONAL TAX CONFERENCE 2017**  
**VENUE : KUALA LUMPUR CONVENTION CENTRE**  
**DATE : 25<sup>TH</sup> – 26<sup>TH</sup> JULY 2017**

**ROOM RESERVATION FORM**

Attn to : Ms. Nurhanani Abd Jalil, Sales Manager; Reservation Manager  
 Email : [nurhanani.jalil@impiana.com](mailto:nurhanani.jalil@impiana.com) ; [hazerah.jamil@impiana.com](mailto:hazerah.jamil@impiana.com)  
 Direct Fax : 03 2147 3341 (Sales); 03 2144 8459 (Reservation)

**GUEST'S PARTICULARS**

.....  
 Title First Name Last Name / Surname  
 Room Sharing with .....  
 Tel No: ..... Fax No: ..... Email: .....

Room Type / Rates	No. of room required	Check-in Date	Check-out Date	No. of Night(s)
Deluxe Single (King Only) – RM460nett with 1 breakfast				
Deluxe Twin (King or Twin Bed Only) – RM490nett with 2 breakfasts				

**Notes:** The above rates are inclusive of Daily Buffet Breakfast and rates are based on per room per night basis.  
 All rates are inclusive of 10% service charge and 6% GST per room per night.

**Extra Person / Extra Bed**

A charge of RM100nett per extra person or per extra rollaway bed per night is applicable inclusive of 01 x breakfast, with a maximum of one rollaway per room. This arrangement is only applicable for our **Deluxe Room** category.

**Check-in time:** After 1400 hours      **Check-out time:** Before 1200 hours

- Early Check In - to pre block the room a day before arrival date.
- Late Check Out - before 6:00pm is chargeable at half day room rate.
- Late Check Out - after 6:00pm full day room rate will be charge accordingly.
- Pleas be inform that any special request is subject to availability.
- Special Request:  Non-Smoking Floor .....

FLIGHT DETAILS	Arrival Date	Flight / ETA	Departure Date	Flight/ ETD

**LIMOUSINE ARRANGEMENT**

Transfer service available from KLIA/LCCT to Hotel and from Hotel to KLIA/LCCT at:  
 RM265.00nett, one way      KLIA - Impiana KLCC Hotel       Please tick      Impiana KLCC Hotel – KLIA       Please tick  
 RM265.00nett, one way      Impiana KLCC Hotel – LCCT       Please tick      Impiana KLCC Hotel – LCCT       Please tick  
 \*A Surcharge of 50% will be levied for service rendered from 0001 hours to 0600 hours.

**THIS RESERVATION IS GUARANTEED WITH FOLLOWING CREDIT CARD**

(Any cancellation or no show that occurred within 72 hours prior to arrival date will be charged one room night rate)  
 (For any non-guaranteed room bookings, please be informed bookings will be release within 24 hours of arrival date unless guaranteed)

Type of Card / No .....      Expiry date .....  
 Card Holder's Name .....      Security Code .....  
 Amount to Charge ..... (Please debit by .....

**CANCELLATION POLICY**

Until 30 days prior : 100% of room block without charge  
 Between 29 & 10 days : 50% of one room night will be billed  
 Between 10 & event : 100% of one room night will be billed  
 If any of the foregoing deadlines falls on a weekend or holiday, individual guest may cancel the reservations on the following weekday.

**Reservation made by** .....      Telephone .....  
 Email .....      Fax .....

**Cut-off date: Subject to hotel room availability**

**For Hotel Use Only**  
**Confirmation Number:.....**

**Should there be any changes on the above room reservation or further inquiry, please do not hesitate to contact the hotel direct at the above contact number or email to the above email address.**