



RENAISSANCE.
KUALA LUMPUR HOTEL
KUALA LUMPUR, MALAYSIA

Lingnan University 2008 AIB Southeast Asia Regional Conference
Accommodation Room Stay
1 to 10 December 2008
(Group Code: LIN1203)
HOTEL RESERVATION FORM

Accommodation at special rates has been reserved at the Renaissance Kuala Lumpur Hotel for the above event on 1 to 10 December 2008. Delegates should send reservation directly to the Hotel. Please fax or mail this booking form to the fax number stated below to secure your rooms. Bookings after the cut-off date stipulated is on a space available basis.

Registrant's Name (Please indicate gender)	First Name _____	Surname _____
	Company _____	Designation/Position/Title _____
Business Address	Street Address _____	OR P O Box Number _____
	City _____	State _____
	Nationality _____	Passport number & Date of Birth _____
	Telephone Number _____	Facsimile Number _____

Arrival Date _____	Flight number _____	ETA _____
Departure Date _____	Flight number _____	ETD _____

Please indicate by marking (X)

EAST WING	Superior Room (room only) RM235.00++	()
	Superior Room with (01) daily buffet breakfast RM250.00++	()
	Superior Room with (02) daily buffet breakfasts RM290.00++	()
	Club Floor RM370.00++	()
WEST WING	Deluxe Room (room only) RM275.00++	()
	Deluxe Room with (01) daily buffet breakfast RM290.00++	()
	Deluxe Room with (02) daily buffet breakfasts RM330.00++	()
	Club Floor RM440.00++	()
Smoking	Yes ()	No ()

BENEFITS

The above room rates are subject to 10% service charge & 5% government tax on per room per night. This rate is only applicable from 1 December to 10 December 2008 only. An early arrival or extension of stay will be charged at promotion or corporate rate (whichever is lower).

AIRPORT TRANSFERS

Arrival transfer @ RM250.00 nett per limousine	Yes ()	No ()
Departure transfer @ RM250.00 nett per limousine	Yes ()	No ()

All reservation for transfers must be guaranteed by credit card. Kindly note that transfer charges will still levy in the event of No-Show or change of flight details without informing the hotel, 8 hours prior to arrival time. A 50% surcharge will apply for transfers requested between 12:00am to 06:00am.

Credit card number _____	Expiry date _____
Cardholder's name _____	Signature _____

TERMS AND CONDITIONS

No bookings will be accepted without credit card details or one-night deposit. In the event of no-show or cancellation within 3 days from arrival for a guaranteed booking, one night's deposit will be forfeited. Check-in time is after 1400 hours and check out is before 1200 hours. Half-day room charge will apply for late check out till 1800 hours. Rooms occupied beyond 1800 hours will be charged a full-day rate.

Please return the completed form by 19 November 2008. Any reservations received after 19 November 2008 will be subject to room availability.

Reservation Center Renaissance Kuala Lumpur Hotel Corner of Jalan Sultan Ismail and Jalan Ampang 50450 Kuala Lumpur	Telephone No 60 3 2162 2233 Facsimile No 60 3 2713 0602 E-mail rhi.kulrn.reservations@renaissancehotels.com
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FOR HOTEL USE ONLY

Reservation status	Confirmed Yes / No _____	Confirmation number _____
	Waitlisted Yes / No _____	Remarks _____
Handled by _____	Date and Hotel stamp _____	