5th SCIENTIFIC CONGRESS
Asean Society of Colorectal Surgeons
&
COLOPROCTOLOGY 2010
(8th Malaysian Colorectal Conference)

4th – 6th MARCH 2010 | ***Shangri-La Hotel, Kuala Lumpur Malaysia***

ROOM RESERVATION FORM

❑ New ❑ Amendment ❑ Cancellation

TO RESERVE YOUR ROOM, FAX OR MAIL TO :
SHANGRI-LA HOTEL KUALA LUMPUR, MALAYSIA
Attention : **MS WENDY SOO** Tel : 603-2074 3551 Fax : 603-2070 8616 Email : wendy.soo@shangri-la.com

Please send this form by Fax or Mail directly to the Hotel on/or BEFORE 3RD FEBRUARY 2010.

Guest Name _____
Surname **First Name**

Company _____

Business Address _____
Street address or PO Box No

_____
City/ State **Country**

Telephone _____ Facsimile _____

Email _____

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
Executive Room	❑ RM 515.00++	❑ RM 565.00++
Premier Room	❑ RM 565.00++	❑ RM 615.00++
Horizon Executive Room	❑ RM 800.00++	❑ RM 850.00++
Special Request (Subject to availability)	❑ King Bed ❑ Twin Bed ❑ Non-Smoking	

- **Above room rates are subject to 10 % service charge and 5 % government tax.**
- **Executive Room Rate is inclusive of Daily Breakfast and in-room Broadband Internet access.**
- **Horizon Executive Room Rate is inclusive of Horizon Club Privileges.**

AIRPORT PICK-UP ARRANGEMENT

Airport Representative in red jacket 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 Service Counter for assistance.

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

Toyota Camry **(RM 220.00 nett per car per way)**	❑ KLIA Airport – Hotel	❑ Hotel – KLIA Airport	❑ 2-Way Airport Transfer
Mercedes Benz S-Class **(RM 350.00 nett per car per way)**	❑ KLIA Airport – Hotel	❑ Hotel – KLIA Airport	❑ 2-Way Airport Transfer

Cancellation Info	Cancellation of individual reservations must be received before **24th February 2010** to avoid a penalty of the full reserved stay. Shortened stay will be subjected to the full reserved stay.
No Show Clause	No show 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 ❑ DINERS ❑ JCB ❑ 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 1400 hrs and check-out time is 1200 hrs.
- In the event of early check-in before 1200 hrs, 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 1800 hrs. Room occupied beyond 1800 hrs on 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.