



KUALA LUMPUR  
CITY CENTRE

**Novotel Kuala Lumpur City Centre  
Pan-Commonwealth Forum 8 (PCF8)  
26<sup>th</sup> November to 01<sup>st</sup> December 2016**



Strategically located in the heart of Kuala Lumpur's Central business district, the Novotel Kuala Lumpur City Centre is only a short stroll away from the Kuala Lumpur Convention Centre, Petronas Twin Towers, Suria KLCC and Pavilion Kuala Lumpur, offering world-class shopping experience, as well as the famed Bintang Walk with its outdoor cafes and trendy shops offering endless options for dining and shopping.

The immediate neighborhood around the 28-storey Novotel Kuala Lumpur City Centre offers one of the most dynamic and popular entertainment areas found in Asia. It is indeed an impeccable location for the discerning business traveler, as well as the adventurous leisure guest.

**Reservation Method**

For guest room reservation, please fill in the reservation form and send it back to us as per details requested.

**Reservations Department**

Novotel Kuala Lumpur City Centre  
General Line: +60 3-2147 0888 Fax: +60 3-2147 0820  
Email: [H6324@accor.com](mailto:H6324@accor.com)

**Sales Department**

**Manager In-charge: Mr. Karamjit Singh**  
Novotel Kuala Lumpur City Centre  
General Line: +60 3-2147 0888 Fax: +60 3-2147 0820  
Email: [H6324-SL3@accor.com](mailto:H6324-SL3@accor.com)



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**Deadline: 28 OCTOBER 2016**

**GUEST DETAILS**

|                |  |            |  |   |  |
|----------------|--|------------|--|---|--|
| Last Name      |  | First Name |  | Airport Transfer FROM/To KLIA/LCCT<br>(RM180.00Nett/car/way)  | <input type="checkbox"/> Sharing with: |
| Contact Number |  |            |  | <input type="checkbox"/> Pick Up <input type="checkbox"/> Drop Off <input type="checkbox"/> Roundtrip |  |
| Email Address  |  |            |  |   |  |
| Company Name   |  |            |  | Flight Details (24:00hrs)   |  |
| Arrival Date   |  |            |  | Arrival Flight No   | ETA                                    |
| Departure Date |  |            |  | Departure Flight No   | ETD                                    |

\*A surcharge of 50% will be levied for transfer between 12.00am to 6.00am and the rate transfer is subject to change

**ROOM CATEGORY**

| Room Category  | Room Rates        |                   | No. of Room/s | No. of Adult/s | Guest Name/s |
|----------------|-------------------|-------------------|---------------|----------------|--------------|
|                | Single (MYR)      | Double (MYR)      |               |                |              |
| Superior Room  | <b>381.60nett</b> | <b>381.60nett</b> |               |                |              |
| Executive Room | <b>413.40nett</b> | <b>413.40nett</b> |               |                |              |

- All rates are inclusive of 6% GST per room per night
- Room rates quoted are inclusive of Breakfast(s) for ALL categories
- Free wireless broadband access for ALL categories
- Above rates are only applicable during the above conference only, 3 days prior and 3 days after the event
- Subject to on-day availability

**PREFERENCE**

|  |                                   |                                      |                                  |
|--|-----------------------------------|--------------------------------------|----------------------------------|
| <input type="checkbox"/> King Size Bed | <input type="checkbox"/> Twin Bed | <input type="checkbox"/> Non Smoking | <input type="checkbox"/> Smoking |
|--|-----------------------------------|--------------------------------------|----------------------------------|

- Subject to on-day availability

**ROOM GUARANTEE METHOD**

|                               |                                 |                               |                                 |                              |
|-------------------------------|---------------------------------|-------------------------------|---------------------------------|------------------------------|
| <input type="checkbox"/> VISA | <input type="checkbox"/> MASTER | <input type="checkbox"/> AMEX | <input type="checkbox"/> DINERS | <input type="checkbox"/> JCB |
| Credit Card no                | Expiry Date                     | Security Code                 | Card Holder's name              |                              |
|                               |                                 |                               |                                 |                              |

- In order to confirm your room booking, credit card details is required upon reservation. To pre-pay room in advance, please contact our reservations department for a copy of Letter of Authorization.

**TERMS AND CONDITIONS**

1. Official check-in time is 1400hrs and check out time is 1200hrs.
2. Full-day surcharge will be applicable for guests arriving to check in between 0001hours to 1500hours.
3. Late check out shall be chargeable at 50% of room rate after 1200 hours but before 1800 hours. Full rate is chargeable for departures after 1800 hours onwards.
4. Any cancellation of guest room 3 days before arrival date will result in a late cancellation charge equivalent to one night duration of stay. The hotel must be notified in writing for this.
5. 50% charge of the entire duration of stay will be imposed should there be any no show on day of arrival.
6. Any flight changes must be advised at least 24 hours prior to arrival.

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