



MSC MALAYSIA OPEN SOURCE CONFERENCE (OSCONF 2009)
31 MAY – 3 JUNE 2009

KINDLY FAX BACK TO : +6 03 21480813 OR
EMAIL TO : iza@btimesquarekl.com.my COPIED TO : cateringsales@btimesquarekl.com.my
(SALES & MARKETING DEPARTMENT)
Attention : IZA AZURA ISHAK (6 03 21178275) or SAIFUL BAKHTIAR (6 03 21178230) before 15 May 2009

From:	Company:		Date:	
Tel:	Fax:		Email:	
Name of Guest(s) :	(1)			
Speaker [] or Delegate []	(2)			
Arrival Date :		Flight Details / ETA		
Departure Date :		Flight Details / ETD		
Airport Transfer (Arrival):	[] Yes / [] No RM300nett per limo per way plus 50% surcharge after midnight to 6am			
Airport Transfer (Departure):	[] Yes / [] No RM250nett per limo per way plus 50% surcharge after midnight to 6am			
Room Reservation:	<i>Suites Category</i>	<i>Special Rate (Per Suite Per Night)</i>		<i>No of room(s)</i>
Room Rate (please tick one): ** Inclusive of : - Daily buffet breakfast - Broadband line	Studio Suite (612ft)	RM250.00++ (Single) [] RM270.00++ (Double) []		
	Superior Suite (634ft)	RM280.00++ (Single) [] RM300.00++ (Double) []		
Special Request : ** <i>Subject to availability</i>	[] Double Bed [] Twin-bed [] Non-smoking			
Additional Request :	Additional Buffet Breakfast	Please tick One:- RM36.00++ per person []		
	Extra Bed	Please tick One:- RM90.00++ / bed / night [] incl. breakfast RM70.00++ / bed / night [] bed only		
Billing Instruction :	Guaranteed / Authorized By (Cardholder' name) :			
	[] Mastercard [] VISA [] Amex [] Others -			
	Credit Card No :		Expiry Date :	
	Please provide the 4-Digit Security Code No : _____			
	[] Cash / Bank Draft / Cheque (Full Prepayment)			
	<i>If mode of payment is by cash / bank draft / cheque, the Hotel will forward a Proforma Invoice with complete bank details upon request by traveler</i> <i>Non-guaranteed reservations will be subject to cancellation of booking after 6:00 pm on arrival date</i> (Please provide a photocopy of your credit card – front & back)			
Remark :	<i>Guest will be responsible for any claims made by the Hotel for loss on exchange arising from accounts settled by foreign currencies.</i>			

- Official check-in time is 1500 hours and check-out time is 1200 hours. Late check-out after 1500 hours will be subject to a half day rate and a full day room charge will be imposed for late check-out after 1800 hours.
- "No-show" arrival with/without pre-arranged limousine transfer are subject to full charges unless prior written cancellation has been received by the hotel no later than 72 hours of estimated time arrival.
- Any cancellation of room accommodation must be informed 7 days prior to arrival, failing which a one-night penalty charge will be applicable.
- All reservations must be guaranteed by a valid credit card / cash / bank draft / cheque. The Hotel reserves the right to release all non-guaranteed rooms, seven (7) days prior to arrival date. Please make all money orders, bank drafts and / or company cheque payable to **Berjaya Hospitality Services Sdn Bhd** and crossed to "Account Payee Only". Maybank Account No : **514084152023**



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I hereby agree to guarantee the accommodation and any transportation charges with my credit / charge cards as above.

Authorized Signature :- _____

Credit Card Holder Name :- _____

Company Stamp :- _____

CONFIRMATION SLIP BY BERJAYA TIMES SQUARE HOTEL & CONVENTION CENTER

Signature:

Name & Designation:

Date: