

**HOTEL RESERVATION FORM**  
**World Forum on Early Care and Education Conference**  
**14-18 May 2007, Kuala Lumpur**

PLEASE PRINT CLEARLY IN BLOCK CAPITALS AND RETURN THE COMPLETED FORM BY 14 April 2007.

Fax to : SHANGRI-LA HOTEL KUALA LUMPUR

Attention : Calvin Leong / Syed Shahzli (Events Management Department)

E-Mail: [calvin.leong@shangri-la.com](mailto:calvin.leong@shangri-la.com)

Phone : (603) 2074 3579 / (603) 20743599 Fax : (603) 2070 8616

**RESERVATION DETAILS**

Name of Participants: (Mr/Mrs) \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_  
\_\_\_\_\_

Company: \_\_\_\_\_ E-Mail : \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax No : \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Flight #ETA: \_\_\_\_\_ Depart Date: \_\_\_\_\_ Flight #ETD \_\_\_\_\_

**ROOM TYPE / DAILY ROOM RATE (ROOM ONLY)**

- |  |  |
|--|--|
| <input type="checkbox"/> Executive Single: RM 450.00++ | <input type="checkbox"/> Horizon Executive Single: RM 600.00++ |
| <input type="checkbox"/> Executive Double: RM 480.00++ | <input type="checkbox"/> Horizon Executive Double: RM 630.00++ |
| <input type="checkbox"/> Premier Single: RM 480.00++   | <input type="checkbox"/> Horizon Suite: RM 1,250.00++          |
| <input type="checkbox"/> Premier Double: RM 500.00++   |  |

\* Room request: \_\_\_\_\_ \*\*\* Non-smoking rooms will be allocated upon availability.

**AIRPORT TRANSFER**

Type of Vehicle	<u>KLIA to Hotel</u>	<u>Hotel to KLIA</u>
200E – Class (Standard)	RM 280.00nett ( )	RM 280.00nett ( )

Note: A surcharge of 50% will be levied for transfers between 11.00pm – 7.00pm. Rate is subject to change without prior notice.

**MODE OF PAYMENT**

- American Express       Diners Club       Master Card       Visa Card

Credit Card Number : \_\_\_\_\_ Expiry Date : \_\_\_\_\_

Cardholder Name (please print) \_\_\_\_\_ Guest Signature: \_\_\_\_\_

ACKNOWLEDGED/CONFIRMED

DATE

\_\_\_\_\_  
Shangri-La Hotel, Kuala Lumpur  
Events Management Department

Reservation should be made directly with Shangri-La Hotel by returning this form to **fax number (603) 2070 8616** on or before **14 April 2007**. Any reservation request after this date will be subject to space availability basis. A special conference rate has been arranged for all participants. The above credit card number will serve to guarantee the room reservation and authorizes Shangri-La Hotel to charge full length of stay **in case of no show on arrival date of confirmed booking.**

The Hotel's Events Management Department will send you this form via fax as an acknowledgement and confirmation of the room reservation. All hotel payment should be made directly to the hotel upon check-out. Rooms confirmed usually will be available for occupancy after 14.00 hours on date of arrival, for arrival before 14.00 hours rooms will only be allocated or confirmed upon availability. Check-out time is 12.00noon. Check-out after 12.00noon is chargeable at 50% of the applicable conference rate. A full night's rate per room will be charged for check-out required after 18.00 hours.