



**GROUP RESERVATION FORM**

**Event Name** : **Hotel Management Asia 2020**  
Event Period : 22 - 23 July 2020

**Guest Detail**

Full Name : \_\_\_\_\_  
Sharer Name ( if any ) : \_\_\_\_\_  
Check In Date : \_\_\_\_\_  
Check Out Date : \_\_\_\_\_

**Room Type** :

Deluxe Garden View Room  
IDR 1,750,874 (USD 125 net / room / night)

Deluxe Pool View Room  
IDR 2,031,014 (USD 145 net / room / night)

Premium Deluxe Room ( only available King bed )  
IDR 2,311,154 (USD 165 net / room / night)

**Bed Type**  King  Twin \* Bed Type Subject to availability

**Arrival Flight** : \_\_\_\_\_  
**Departure Flight** : \_\_\_\_\_

**Credit Card Details** :  Visa  Master  Amex  
Card Number : \_\_\_\_\_  
Exp. Date : \_\_\_\_\_  
Card Holder Name : \_\_\_\_\_  
Contact number : \_\_\_\_\_  
Email Address : \_\_\_\_\_

**TERMS AND CONDITIONS:**

- Rates are valid only during above group in house 3 days before and 3 days after the event
- Rates are per room per night inclusive 11% tax and 10% service charge.
- Room for Participants payment by Personal Account
- A credit card details is required to confirm reservations.
- Rates are inclusive of daily buffet breakfast in MoMo Cafe for single or double occupancy.
- Additional person will be charged at USD 40 net/room/night and is applicable for persons 12 years of age and above. Additional person charge includes one extra bed and daily breakfast. Only applicable on king size bedroom.
- No charge for children 12 years of age and under when sharing the room with their parents and utilizing existing bedding. However 50% charge from regular rate applies for additional breakfast.
- Check in time is starting at 15:00 and check out time is 12:00.

**CANCELLATION POLICY:**

- Cancellation or amendment made latest by 15 days prior arrival, no penalty charge
- Cancellation made latest by 14 days until 8 days prior arrival will be applied for 1 night cancellation fee for 1 night cancellation charge to Guest's Credit Card
- Cancellation or amendment made start latest by 7 days prior arrival, will be applied for the whole reservation charge to Guest's Credit Card
- Please kindly send this form to [eka.aryani@courtyard.com](mailto:eka.aryani@courtyard.com) or [fenny.gunawan@courtyard.com](mailto:fenny.gunawan@courtyard.com)