



## GROUP RESERVATION FORM

ICAO Seminar on State Action Plans on 10-13 April 2017

New Booking  Amendment  Cancellation

To :	Bellinda Dwi Thyastuti, Senior Sales Manager Mandarin Oriental, Jakarta	E-mail:	<a href="mailto:bellindat@mohg.com">bellindat@mohg.com</a>
		Tel :	+62-21-2993-7056
From:	_____	Fax :	_____
Email address:	_____	Tel :	_____

### Guest's Information

Mr/Ms	_____	_____
	Last Name	Given Name
Address	_____	
Zip/City Code	_____	Country _____
Passport Number	_____	Nationality _____
Place & Date of Issue	_____	Date of Birth _____
Passport Date of Expiry	_____	Place of Birth _____

### Reservation Requirements

Room Type	<input type="checkbox"/> Superior Room	IDR 1.600.000 ++
	<input type="checkbox"/> Deluxe Room	IDR 1.900.000 ++

**Room type request are subject to availability at the time the form is being received.**

\* Rate Includes : Buffet breakfast at Cinnamon Restaurant and internet access.  
\* Rate is exclusive of 21% Service Charge and Tax  
\* The standard check-in time is 2:00 pm and check-out time is 12:00 noon.  
\* Airport transfers is available upon request

Arrival	_____	_____	_____
	Date	Flight Number	ETA
Departure	_____	_____	_____
	Date	Flight Number	ETD

Airport transfer:  Not required /  Arrival /  Departure /  Round-trip

Taxi Services  Silver Bird Taxi at IDR 400,000 nett/car/way

Hotel Limousine Service:  BMW 5Luxury Vehicles at IDR 837,000Nett/car/way  BMW 7 series at IDR 1,283,000Nett/car/way  
 Toyota Alphard IDR 837,000Nett/car/way

**\*Rates above are subject to change without prior notice since it is run by a third party company**

### Guest's Preference

Preferred Room	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non Smoking	<input type="checkbox"/> No Preference
Preferred Location	<input type="checkbox"/> Near the lift	<input type="checkbox"/> Away from lift	<input type="checkbox"/> No Preference
Preferred Bed	<input type="checkbox"/> King	<input type="checkbox"/> Twin (Limited)	<input type="checkbox"/> No Preference

### Payment Instructions

Credit card is required to confirm the booking. Notice of cancellation must be received no later than three (3) days of arrival date to avoid cancellation penalty equivalent to one room night's charge. No show shall be charged equivalent to the agreed room rate for the first night.	
Credit Card Type:	AMEX / Master Card / Visa / Diner Club / JCB
Credit Card No. _____	_____
	Expiry Date
Card Holder's Name	_____
Card Holder's Signature	_____

Remarks:
----------

Kindly visit our website for further information at [www.mandarinoriental.com/jakarta](http://www.mandarinoriental.com/jakarta)