

# HOTEL RESERVATION FORM



## 16<sup>th</sup> Asia Pasific Regional Meeting of the International Labour Organization

**5 – 11 December 2016**

THE WESTIN RESORT  
NUSA DUA, BALI

Kawasan Pariwisata Nusa Dua,  
BTDC Lot N-3, Nusa Dua 80363,  
Bali, Indonesia

T +62 771.906  
F +62 771.908

westin.com/bali

To secure your accommodation, **please complete the below form and fax it to** The Westin Resort Nusa Dua Bali, Fax no: +62 361 77 20 49 or e-mail scanned to our Group Reservation at 00035.groups@westin.com

[Kindly put check marks on your preference](#)

ROOM TYPE	ROOM RATES	
	SINGLE OCCUPANCY	DOUBLE OCCUPANCY
<b>Deluxe Garden</b>	<b>1,800,000</b>	<b>2,150,000</b>
<b>Deluxe Pool</b>	<b>2,000,000</b>	<b>2,350,000</b>
<b>Premium</b>	<b>2,400,000</b>	<b>2,750,000</b>
<b>Premium Garden</b>	<b>2,600,000</b>	<b>2,950,000</b>
<b>Deluxe Garden terrace</b>	<b>2,600,000</b>	<b>2,950,000</b>
<b>Deluxe Pool Terrace</b>	<b>2,900,000</b>	<b>3,250,000</b>

### Value Added Benefits:

- Room Rate are quoted per room per night in Indonesian Rupiah (IDR).
- Rates are Inclusive of 21% government tax and service charge (net).
- Bedding and room category are subject to availability at the time of reservation based on a minimum 5 nights stay period.
- Rates are inclusive Daily Buffet Breakfast for :
  - Single Occupancy Room : maximum 1 person per room per night
  - Double Occupancy Room : maximum 2 persons per room per night
- 3<sup>rd</sup> Occupant subject to additional charge at IDR 800.000 net per person per day inclusive 1 unit Extra Bed and Daily Buffet Breakfast for 1 Person.
- Rates are inclusive of standard internet connection up to three devices per room

### Guest Information

Mr. First Name\*  
 Mrs./Ms. Last Name\*  
**Company\*** :  
**Mailing Address** :  
 City : Country : Postal Code :  
**Direct Tel. Number\*** :  
**E-mail Address\*** :  
**Arrival\*** : Date : Flight No\* : Time :  
**Departure\*** : Date : Flight No\* : Time :  
 Need Airport Pick Up/ Drop Service  YES  NO

### Sharer Information (should sharing room)

Mr. **First Name** :  
 Mrs./Ms. **Last Name** :

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**Arrival** Date : Flight No : Time :  
**Departure** Date : Flight No : Time :

\*Denotes the minimum mandatory fields to fill in, necessary to proceed with your reservation

Need Airport Pick Up/ Drop Service  YES  NO

<input type="checkbox"/>	Toyota Innova	IDR 240,000 net/car/way
<input type="checkbox"/>	Toyota Camry	IDR 332,000 net/car/way
<input type="checkbox"/>	Mercedes Benz E Class /BMW 520i	IDR 500,000 net/car/way
<input type="checkbox"/>	Toyota Alphard	IDR 500,000 net/car/way
<input type="checkbox"/>	Mercedes Benz ML/BMW X5	IDR 930,000 net/car/way
<input type="checkbox"/>	Mercedes Benz S-CLASS/BMW 7 SERIES	IDR 1,5420,000 net/car/way

\*Transfer Rate subject to change without prior notification

**Booker's name** :  
**Company/ Institution** :  
**Direct Tel. number** :  
**Direct Fax number** :  
**E-mail address** :

**Reservations require credit card guarantee (check one), and fax copy both sides of credit card together with attach registration**

American Express  Visa  Master Card  Diners Club  JCB

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

Signature : \_\_\_\_\_

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

Special Requirements : 1.  
2.  
3.

**Important Remarks:**

- **Deposit:**  
A non – refundable deposit equal to full length of stay is required to hold the reservation.  
This deposit shall serve to confirm the reservation for the dates indicated, and upon check-in this deposit shall be applied to the reserved stay.  
A bank draft or a valid credit card number and expiry date is acceptable.
- **Payment:** All hotel payments should be made directly to the hotel upon check-out.
- **Cancellation/No Show:**  
Any cancellation or no shows that occurs :
  - 14 days before arrival no cancellation penalty.
  - 13 days to 2 days before arrival, Hotel will charge 3 nights cancellation penalty.
  - Cancellation made 1 day before arrival, Hotel will charge 100% cancellation penalty of the entire stay.
  - No Show, Hotel will charge 100% cancellation penalty of the entire stay.

Any late arrival and early departure will be charged a cancellation fee equivalent to the room rate times the number of reduced night/s.

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- **Room Type:**  
Room type to be confirmed upon availability on date of booking.
- **Bedding Type:**  
Bedding type is considered a preference and it will be confirmed at check in time.  
If you need a specific bedding type for your reservation, please us directly in order to confirm.
- **Check-in Time:**  
Rooms confirmed will be available for occupancy after 15.00 hours on date of arrival.
- **Late Arrival / Early Departure:**  
Any late arrival and / or early departure will be a cancellation fee equivalent to the room rate times the number of reduced night/s.
- **Early Arrival:**  
If you plan to arrive early in the day, you may wish to reserve your room for the previous night to be sure your room is ready when you arrive. Rooms for arrival before 15.00 will only be allocated / confirmed upon availability.  
An extra charge of 50% of room rate will apply for early arrivals between midday and 15.00 pm and extra 1 night charge will apply for early arrivals between midday and 15.00 and an extra 1 night charge will apply for early arrivals before midday as pre-arrival fee.
- **Late Check-out:** Late check-out is subject to hotel availability on the same day of departure. A 50% of room charge is applied for late check out until 15.00 hours and full room charge for checking out after 15.00 hours.