



**HORIZON HOTEL**

豪麗勝酒店

RESERVATION FORM FOR SABAH LAW ASSOCIATION

**A: Personal Information**

Name of Guest: {Mr. Ms. Mrs. Dr. Datuk/ Dato/ Datin

Company's Name and Address:

NRIC / PASSPORT NO :

Contact Number

E-mail

**B: Reservation Information**

Date of Arrival :  Flight Details / ETA :

Date of Departure :  Flight Details / ETD :

**Room Reserved:**

ROOM TYPE	RATE	NO OF ROOMS	SINGLE (01)
Superior	RM		RM255.00nett
Deluxe Twin	RM		RM295.00nett
Grand Deluxe	RM		RM390.00nett
Jr. Suite	RM		RM470.00nett

No. of Persons: Adult { } Children { }

Remarks : (E.g – Non Smoking Floor, Food Allergy, Higher Floor, Near Lift etc)

**\*\*RESERVATION & BOOKING PROCEDURE**

- All reservation must be pre-booked directly with Horizon Hotel, Kota Kinabalu, Sabah at:-  
Tel: 088 518000 ext- 2307/2308 or by Fax: 088 518111
- For Guaranteed reservations** an amount equivalent to a one (1) night's room charge (based on the agreed rate shall be levied on reservation cancelled within 72 hours or in the event there is a " NO Show ".  
-A 50% charge on one (1) night's charge (based on agreed rate) shall be imposed on shortened stay or early departure in less than 24 hours notice.  
**-Non-Guaranteed** reservation shall automatically be considered as **Waiting List** reservations.  
-A collection of One (01) night room rate based on room category's rates as compulsory deposit upon check-in (i.e. either by cash, company cheque or Credit Card verification) unless otherwise stated.  
-Hotel's official check-in time is at 1400 hour (2:00pm) & check-out time is at 1200 hour (12:00nn).



# HORIZON HOTEL

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C: Reservation guaranteed with { } CASH RM (Ringgit Malaysia) .....

Official Receipt No (For Office Purposes).....

CREDIT CARD NO:	CCV NO :
CARD HOLDER NAME :	EXPIRY DATE :
CARD TYPE VISA / MASTER : <i>(delete where appropriate)</i>	AMOUNT :

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Same signature as on your credit card) (dd/mm/yyyy)*

Name: \_\_\_\_\_ Designation: \_\_\_\_\_

I \_\_\_\_\_ hereby authorized **HORIZON HOTEL (TERRA GEMILANG SDN BHD)** to charge all amount due from me to the credit card stated above, I also authorise to take all necessary action to obtain payment from the relevant credit card company. I warrant as of the date below that the details of the credit card set out above are correct and that the credit card is valid and has not been withdrawn and cancelled. I warrant that I will ensure to notify any changes to the credit card information forthwith.

Reservation Taken By  Date Taken On

Email: [rsvn@horizonhotelsabah.com](mailto:rsvn@horizonhotelsabah.com) / [reservation@horizonhotelsabah.com](mailto:reservation@horizonhotelsabah.com) / [reservation3@horizonhotelsabah.com](mailto:reservation3@horizonhotelsabah.com)

Tel: 60 88 518 000 Fax: 60 88 518 111

### \*\*TERMS OF PAYMENT

To confirm a booking, reservation must be guaranteed by:-

- 1) Advance Payment** either Cash, Cheque or Credit Card.
- 2) Credit Card Payment** – We would require detail such as Type of Card, Card Number, Security Code, Expiry Date and Name Printed on Card. Any deposit has been made or payment is not refundable. Payment by Cash / Cheque must be made payable to:

**TERRA GEMILANG SDN. BHD.**

**Name of Bank: UOB**

**Address: Bangunan UOB**

**70 Jalan Gaya, 88000 Kota Kinabalu, Sabah, Malaysia**

**Account No: 261-3-000036-6**

**SWIFT CODE: UOVBMY KLXXX**

Reservation Taken By  Date Taken On

Email: [rsvn@horizonhotelsabah.com](mailto:rsvn@horizonhotelsabah.com) / [reservation@horizonhotelsabah.com](mailto:reservation@horizonhotelsabah.com) / [reservation3@horizonhotelsabah.com](mailto:reservation3@horizonhotelsabah.com)

Tel: 60 88 518 000 Fax: 60 88 518 111