

RESERVATIONS FORM

FOR DELEGATES ONLY

Booking Confirmation No. _____

☐ **New Reservation** ☐ **Amendment** ☐ **Cancellation**

Function Name: **TOASTMASTER, 10th Anniversary District 87, Sandakan Conference**

Name of Guest	(First Name)	(Last / Family Name)
Membership No.		
IC / Passport No.	Nationality:	
Address:		
Contact Number	Mobile:	Fax (if any):
Email		

Arrival Date:	Departure Date:
Arrival Time:	Departure Time:
Flight No:	Flight No:
Airport Transfer: Yes / No **chargeable**	Airport Transfer: Yes / No **chargeable**

Room Type:	No. of Room :
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Room Rates (room category is subject to availability):

- ☐ Deluxe Room at RM 260.00nett per room per night inclusive of Breakfast
- ☐ Deluxe Seaview Room at RM 300.00nett per room per night inclusive of Breakfast
- ☐ Premium Seaview Room at RM 410.00nett per room per night inclusive of Breakfast
- ☐ Junior Suite Room at RM 460.00nett per room per night inclusive of Breakfast

Special Request (subject to availability):

- Smoking () Non-smoking ()
- King bedded () Twin bedded ()
- Extra bed – Bed only @ MYR 90nett () Bed with breakfast @ RM 122nett ()
- Others, please specify: _____

Dietary Preference:

- Vegetarian () Others, please specify: _____

- Above rates are inclusive of 6% SST.
- Our check-in time is 15:00hrs and checkout time is 12:00hrs. Early check-in cannot be guaranteed and subject to availability at the time of arrival, unless room is pre-blocked from the night before.
- This reservation will only be held until 1 week before arrival. If you wish to guarantee this reservation, please fill up the attached Credit Card Authorization Form.
- To cancel a guarantee reservation, kindly advise our reservation team at least one (3) days before the actual arrival date, otherwise one (1) room night will be charged to the credit card number given.
- Kindly fax this form directly to reservation department at **+60 89 244 635** or email to reservations.sandakan@fourpoints.com or call **+60 89 244 603** for further info.

Four Points by Sheraton Sandakan

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FOURPOINTS.COM/SANDAKAN