



Date : 28 February 2023  
Name : Mrs Novi  
Mobile Phone : +62 881-2620-086  
Company : **PT SAMI – JEPARA FACTORY**  
Address : Jl. Jepara Kudus KM 28, Sawah, Sengon Bugel, Mayong Jepara  
From : Abigail – Sales Executive  
Email/Mobile No : [se@grandcandihotel.com](mailto:se@grandcandihotel.com) / 085156917677  
Subject : **GUARANTEE LETTER**

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Dear Mrs Novi,

Here in, Grand Candi Hotel is delighted to confirm your room reservation/s as follows:

Period of Stay : **06 – 07 March 2023**  
Guest name : **PT SAMI – JEPARA FACTORY**  
Type of Room : 1 Grand Deluxe Non Smoking  
**Room Rate** : **DELUXE ROOM IDR 980.000,- nett/room/night**  
**Booking Code** : **210797**  
Payment : will be charged to **Company Account**,  
and others expenses will be charged to **Personal Account**

#### **ESTIMATION EXPENSES :**

| PERIODE OF STAY              | ROOM TYPE    | RATE       | ROOM | NIGHT | TOTAL             |
|------------------------------|--------------|------------|------|-------|-------------------|
| <b>06 – 07 February 2023</b> | GRAND DELUXE | Rp 980.000 | 1    | 1     | Rp 980.000        |
| <b>GRAND TOTAL</b>           |              |            |      |       | <b>Rp 980.000</b> |

#### **CHECK IN / CHECK OUT PROCEDURE**

- Check in time is after 2 PM & check out time is before 12 noon. Late check out is chargeable strictly, subject to room availability
- The hotel reserves the right to release the room reservation by 16.00 hours on the day of arrival unless otherwise guaranteed.
- For guaranteed reservation/s, one-night room charge will be levied in the event of non-arrival on the day or cancellation 24 hours prior to arrival.

#### **CANCELLATION / AMANDEMENT /NO SHOW POLICY**

Hotel has secured from other bookings therefore:

- 100% will be charged for any cancellation / any amendment / early check-out from the total
- Payment / downpayment after we received the signed quotation letter / guarantee letter.
- No Show will be charged at 1 (one) night from the total rooms reserved.



**For your guaranteed room reservation. Please paid to Hotel Account :**

**PT. NIAGATAMA ARSARAYA**  
**BANK MANDIRI**  
**KCP Sisingamangaraja – Semarang**  
**Account No. 135-000-500-1621**

We thank you for choosing Grand Candi Hotel Semarang and look forward to welcoming you/your guest for a pleasant stay.

***Best Regards,***

***Received & Approved by,***

**Mrs. Abigail**  
Sales Executive



**Mrs Novi**  
**PT SAMI – JEPARA FACTORY**