

BERJAYA

MAKATI HOTEL

PHILIPPINES

PROFORMA INVOICE

ROOM REQUIREMENTS:

#	PARTICULAR	RATE	NO OF ROOMS	NO OF NIGHTS	TOTAL
1st Batch	5 Twin Deluxe Room	3,000.00	5	2	₱30,000.00
2nd Batch	3 Twin Deluxe Room	3,000.00	3	3	₱27,000.00
TOTAL					₱57,000.00

Note:

- For Government Account, Send Bill Arrangement

TERMS AND CONDITIONS

1) ROOMS

Advance reservation is required, subject to room availability and confirmation.

Check-in time is 2:00 PM onwards and check-out time is 12:00 NN. Request for early check-in and/or late check-out must be pre-arranged and may be granted at the discretion of the Hotel (subject for availability and will be charged accordingly). **Full room rate will be charged for check-out after 6:00 PM.**

1.1 Rooming List

Berjaya Makati Hotel shall be provided with the rooming list Three (3) days prior to the arrival of the guest/s which shall include the following,

Name:

Arrival:

Nationality:

Type of Accommodation:

Address:

The timely submission of the rooming list will ensure the availability of the specified room requirements

2) CANCELLATION AND POSTPONEMENT

50% cancellation charge shall be applied for any cancellation made **14 days** prior to the event. 100% cancellation charge shall be applied for any cancellation made **7 days** prior to the event or the date of the event.

3) BILLING AND PAYMENT

A reservation fee of Php10,000 is required to reserve the function room.

Full payment shall be settled upon signing the contract or 7 days before the event date.

Other incidental charges shall be settled after the event.

Account : Perdana Hotel Philippines, Inc.

Bank Branch : Metrobank Ayala Ave Cor Rufino St.

Account Number : 638-3-63850573-9

managed by Berjaya Hotels & Resorts, a division of Berjaya Land Berhad (199601010193)
owned by Perdana Hotel Philippines Inc. (C5200019256)

7835 Makati Avenue Corner Eduque Street, Makati City, Philippines 1209
☎ + (632) 7750 7500 ✉ manila.inquiry@berjayahotel.com

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*** We accept Send-Bill Arrangement (upon approval) ***

4) LIABILITY

The Hotel shall not be liable for failure to comply with this agreement due to force majeure, labor disputes, natural disasters, government directives or other causes beyond the control of the management.

We hope you find the foregoing acceptable. Please, do contact us should there be other information or assistance that we may provide you.

We look forward to serving you at Berjaya Makati Hotel – Philippines!

Prepared by:

BERJAYA MAKATI HOTEL

Conforme:

Development Bank of the Philippines

(SIGNED)

Senior Sales Manager

(SIGNED)

SVP ROME B. CARANDANG

Head. Human Resource Management Group

Approved by:

(SIGNED)

CHERRY ANN AGANAN
General Manager

managed by Berjaya Hotels & Resorts, a division of Berjaya S and Berhad (19901810193)
owned by Perdana Hotel Philippines Inc. (C2809192350)

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