



July 01, 2009

Mr. Iwan Setiawan  
President Director  
**PT. RINTIS SEJAHTERA**  
Barclays House 10<sup>th</sup> floor  
Jl. Jendral Sudirman Kav. 22 - 23  
Jakarta 12920

Tel : 021 – 5208776  
Fax : 021 – 5208830  
Email : [iwan-st@primacom.co.id](mailto:iwan-st@primacom.co.id)

Subject : **PB FORKI event on July 2 - 5, 2010**

Dear Mr. Iwan

Thank you for choosing the Sultan Hotel Jakarta for your forthcoming group arriving in July 2010.

We would like to propose the following special rates and other arrangements exclusive for the above group:

**Accommodation Arrangements:**

Period of stay : July 2 - 5, 2010  
Rooms Required : 150 rooms

Room Category	Occupancy	Rate
Superior Room	Single or Double	Rp. 650,000 net
Deluxe Room	Single or Double	Rp. 850,000 net
Grand Deluxe Room	Single or Double	Rp. 950,000 net

*The above rates are inclusive of 10% service charge and the 11% prevailing government tax.*

**Benefits**

The group will be entitled to the following complimentary meals and amenities:

- Buffet breakfast at the designated venue for 2 pax
- Welcome Fruit in each room
- Two bottles of mineral water per day
- Use of fitness facilities i.e. gym and swimming pool, Tennis & Squash Court.



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Jl. Gatot Subroto P.O Box 3315, Jakarta 10002, Indonesia  
T:(62-21) 570 3600, F:(62-21) 573 3089, E: [hotel@sultanjakarta.com](mailto:hotel@sultanjakarta.com)  
[www.sultanjakarta.com](http://www.sultanjakarta.com)

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### Room Reservation Procedure

Rintis Sejahtera provided the Sultan Hotel Jakarta with the rooming list, which includes names, arrival/departure details and type of accommodation required by the participants at least seven (7) days prior to group arrival date.

### Early Arrival and Extensions

The group rate will apply at least 2 days prior to arrival date and 5 days after the group's departure date.

### Check In / Out Time and Room Occupancy

Check out time on the day of departure is at 12:00. Please plan on your delegates' arrival to check in after 2:00 pm. should any of your guests arrive before the standard check in time, the hotel will do its best to accommodate them. However, should you prefer to ensure all guest rooms are ready prior to guests' early arrival, we suggest that rooms be reserved at least the day before.

Each guaranteed room can accommodate a maximum of 2 adults.

### Room Charges and administration procedures

1. Hotel **Reserve** to give priority to the clients who are willing to secure the reservation by sending **Deposit Payment or Credit Card Guarantee**.
2. Please return this letter with **Signature** of the person responsible for this function as your Confirmation Letter together with Company Guarantee Letter  
Kindly return the letter on **Thursday / July 16' 2009**, by **15:00 hrs** as the **Final Date**.
3. **The Payment Procedures:**  
Deposit Payment has to be settled together with room reservation by sending credit card number and validation date, right after function by Cash or Credit Card, regretfully Deposits is non-refundable.
4. **Payment VIA Bank Transfer**  
STANDARD CHARTERED BANK – branch: Menara Standard Chartered It 7  
A/C NO. **30606649627**  
Attention to **"PT. Indobuildco – The Sultan"**  
*(Kindly Copy the Receipt of Bank Transfer in clear and Fax to Sales Office on Facsimile number 021 – 570 7020).*



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### **Cancellation Policy**

Under the terms of this agreement, the Sultan Hotel Jakarta has reserved for your required guestrooms. In the event these services and facilities are not used and the hotel will experience significant monetary loss, which will be difficult to calculate due to uncertainty and cost of obtaining replacement business, the hotel will therefore charge for cancellation fee for No Show or any individual cancellations.

Notification of Cancellation

**Period prior to arrival**

Fourteen (7) days

**Cancellation Fee**

One (1) night cancellation fee

### **Non-Compliance**

If the required guarantee deposit or payment is not received by the date indicated, regrettably the reservation for the group may be subject to cancellation with prior noticed. Reinstatement of the reservations can only be made upon receipt of payment and in the event that rooms are then still available.

### **Damage**

Should there be any damage to our hotel property during your function/event, we will charge your company for any repair costs incurred by the hotel.

### **Exclusion of Liability**

The hotel will not be held responsible for failure to execute obligations specified herein directly or indirectly occasioned by or through or in consequence of war, change of status of the Indonesian Government, strikes, riots and acts of God or conditions beyond control of the hotel. In the event of Non-performance due to the above reasons, the Hotel shall refund in full the deposits received for this group booking.

We hope that these arrangements meet your satisfaction and should you wish to make any amendments out, please let us know. Currently, your reservation is held on a tentative basis and we would appreciate your approval and confirmation by signing the space provided below and returning the copy of this letter by **July 16, 2009** in order for us to hold your tentative reservations on a definite basis. We will then contact you to finalize all other outstanding details.



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Mr. Iwan, should you need further assistance, please do not hesitate to contact me at telephone #5789 1131 or 0813 1826 7530.

Thank you for selecting the Sultan Jakarta for your important group. We are committed to ensure that your group will be provided "HOSPITALITY AT ITS ROYAL BEST".

Signed in behalf of  
**The Sultan Hotel Jakarta**

Confirmed

**Deni Prayoga**  
Sales Manager

**Mr. Iwan Setiawan**

Acknowledge by,

**Cahya Ramadhanty**  
Sales Manager

**I Nyoman Sarya**  
Resident Manager

**Jean F. Wasser**  
General Manager



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