



**RIVERSIDE
MAJESTIC**
ASTANA WING
by HEMISPHERE

13 November 2024

Ms Suhana Omar
The Institution of Engineers, Malaysia (IEM)
Bangunan Ingenieur, Lot 60 & 62
Jalan 52/4, P.O. Box 223 (Jalan Sultan)
6720 Petaling Jaya
Selangor Darul Ehsan

Tel : 03 7968 4003
Fax : 03 7957 7678
Email : suhana@iem.org.my

Dear Ms Suhana,

RE: CORPORATE RATES 2025

Warmest greetings from Riverside Majestic Hotel Astana Wing!

Thank you for your interest in Riverside Majestic Hotel Astana Wing as your preferred choice of accommodation for your company's employees and business associates. We have great pleasure to append below the corporate rates for your esteemed organization.

Room Type	Single Occupancy (RM) (per room per night)	Double Occupancy (RM) (per room per night)
SUPERIOR CITY VIEW	290.00+	310.00+
SUPERIOR RIVER VIEW	310.00+	330.00+
DELUXE CITY VIEW	330.00+	350.00+
DELUXE RIVER VIEW	350.00+	370.00+
EXECUTIVE DELUXE CITY VIEW	520.00+	540.00+
EXECUTIVE DELUXE RIVER VIEW	540.00+	560.00+
ASTANA SUITE CITY VIEW	1,010.00+	
ASTANA SUITE RIVER VIEW	1,210.00+	

Note:

- Rates quoted above are inclusive of breakfast
- Extra breakfast is chargeable at RM48.00+ per person
- Extra bed inclusive of breakfast is chargeable at RM75.00+ per person
- The rates quoted above are subjected to 8% sales & services tax
- The above rates are applicable to your esteemed company as a preferred client
- Group rates and long term rates are available upon request

RIVERSIDE MAJESTIC HOTEL ASTANA WING
Jalan Tunku Abdul Rahman, P.O. Box 2928
93756 Kuching, Sarawak, Malaysia
T: +6082 532 222 | F: +6082 425 856
contact@rmh.my | reservations@rmh.my | meetings@centraloffice.my
http://astana.riversidemajestic.com

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GUESTROOM PRIVILEGES

- In-room coffee and tea making facilities
- Complimentary wireless internet in guestroom and public areas
- Personal in-room safe deposit box
- Discount of 20% at hotel's food and beverage outlets
- Discount of 20% for laundry and dry cleaning

EXECUTIVE CLUB FLOOR AND SUITE PRIVILEGES

- All of the above
- Priority check-in and check-out at the Executive Lounge
- Complimentary breakfast at Executive Lounge or at Sape Restaurant
- Complimentary use of the Executive Club meeting room (subject to terms and condition)
- Use of Executive Lounge with free flow of soft drinks, coffee and tea. Evening cocktail is served from 5.00pm to 7.00pm daily
- Late check-out is subject to room availability
- Complimentary pressing of two pieces of garments daily

Terms and Conditions

1. Contract Validity

The rates offered are valid from **01 January to 31 December 2025**

2. Room Nights Agreement

We trust that the exclusive rates offered to **The Institution of Engineers, Malaysia (IEM)** are offered based on the understanding **The Institution of Engineers, Malaysia (IEM)** will use their best efforts to direct all accommodation needs to stay at our Riverside Majestic Hotel.

3. Rates Usage

Corporate rates offered are eligible for use **The Institution of Engineers, Malaysia (IEM)** individual and guests authorized by **The Institution of Engineers, Malaysia (IEM)**. On certain occasion, Riverside Majestic Hotel may request employees or guests **The Institution of Engineers, Malaysia (IEM)** to present relevant identification upon check in. The **The Institution of Engineers, Malaysia (IEM)** rates will not be offered over the counter without authorized corporate identifications.

4. Government Tax

All rates quoted are in Ringgit Malaysia and are subject to 8% sales & services tax. The taxation policy indicated is based on the current government's guideline. In the event of any change, Riverside Majestic Hotel reserves the right to adjust the contracted rates accordingly to reflect the new tax rate stipulated by the government.

5. Reservation Guarantee

To guarantee a reservation, Riverside Majestic Hotel requires one (1) night room deposit or place a major credit card guarantees. For credit card guarantees, kindly provide the name of the cardholder as it appears on the card, the card number and expiry date. **Guaranteed reservations** will be held until 6:00am of the following day and is required to check out before 12.00 noon on the same day.

Non-Guaranteed reservations will be released after 6:00pm on the date of scheduled arrival. Request for guestrooms after the released time is subject to availability.

Early departure charges of one (1) night will be imposed for confirmed reservations.

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6. Late Check-out Charges

Late check-out is subject to room availability and a late check-out fee may apply. Hotel will make every effort to accommodate late check-out request by guests of **The Institution of Engineers, Malaysia (IEM)**.

7. No Show Policy

Guaranteed reservation with "No Show" on the scheduled arrival date is subject to one (1) night's room charge. Room reserved for subsequent nights will be released for resale by the hotel.

8. Payment

The guest is required to settle all payments in full upon departure, unless prior arrangement has been made with Riverside Majestic Hotel's Credit Department.

9. Force Majeur

- The Hotel / Company 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 statutes of the Government, strikes, riots, terrorism and acts of God.
- In the event of non-performance due to the above reasons, the Hotel shall refund in full the deposits received (if any) for this event

10. Reservations

Room reservations can be made directly via the following channels:

- Phone : +6 082 418 911 / 532 000
- Fax : +6 082 236 041
- Email : reservations@rmh.my

Ms Suhana, we trust the above mentioned are in order and meeting your acceptance. Should you require any further clarification or assistance, please do not hesitate to contact us directly.

Kindly acknowledge acceptance by signing and returning to us this letter via fax no. +60 82 236041 no later than **seven working days** from the date stated in this letter. Please be informed that **The Institution of Engineers, Malaysia (IEM)** corporate rates will only be activated upon receipt of the signed contract.

We look forward to welcoming you and your guests to Riverside Majestic Hotel Astana Wing.

Yours sincerely

RIVERSIDE MAJESTIC HOTEL ASTANA WING

Anthea Yeo
Director of Sales & Marketing

Kenny Tham
Covering General Manager

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