

**SPECIAL CORPORATE RATE UNIVERSITAS PELITA HARAPAN (UPH)**

**Validity: 5 January 2020 - 15 December 2020**

TYPE OF ROOM	PUBLISH RATE	Special Rate
		WEEKDAYS / WEEKEND
The Classic	IDR 2.200.000,- ++	IDR 900.000,- Nett
The Premier	IDR 2.500.000,- ++	IDR 1.200.000,- Nett
The Ambassador Club	IDR 2.700.000,- ++	IDR 1.600.000,- Nett
The Suite	IDR 6.500.000,- ++	IDR 3.600.000,- Nett
Presidential Suite	IDR 20.000.000,- ++	On request

For the following 2020 holidays and Long weekend periods, a surcharge of IDR 350.000/room/night will be applied:

- Long weekends Dates
- Idul Fitri
- Christmas & New Years

*Note : The above period of holiday season can be changed without prior notice.*

**SPECIAL MEETING PACKAGE RATE UNIVERSITAS PELITA HARAPAN (UPH)**

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MEETING PACKAGE	INCLUSIVE	RATE
Halfday Meeting	1 x Coffee Break 1 x Lunch / Dinner	IDR 300.000 Nett / person
Fullday Meeting	2 x Coffee Break 1 x Lunch / Dinner	IDR 450.000 Nett / person
Fullboard Meeting Package	2 x Coffee Break 1 x Lunch 1 x Dinner	IDR 600.000 Nett / person
Residence Fullboard Meeting Twin Sharing	2 x Coffee Break 1 x Lunch 1 x Dinner Stay at Classic room sharing	IDR 950.000 Nett / person
Residence Fullboard Meeting Single Occupancy	2 x Coffee Break 1 x Lunch 1 x Dinner Stay at Classic room Single	IDR 1.250.000 Nett / person

**HALFDAY MEETING, inclusive of :**

- One time (1X) Coffee Break, One time (1X) Lunch Buffet or One time (1X) Dinner Buffet
- Maximum of 4 (four) hours usage of meeting room.
- Reception/Registration Table.
- Audio and visual (LCD Projector, standard screen & microphone).
- Meeting amenities (whiteboard **or** flipchart with marker).
- Pads and pens.
- Mint, bottled mineral water

**FULLDAY MEETING, inclusive of :**

- Two times (2X) Coffee Break, One time (1X) Lunch Buffet OR One time (1X) Dinner Buffet
- Maximum of 8 (eight) hours usage of meeting room.
- Reception/Registration Table.
- Audio and visual (LCD Projector, standard screen & microphone). \*above 10 person
- Meeting amenities (whiteboard or flipchart with marker).
- Pads and pens.
- Mint, bottled mineral water

**FULLBOARD MEETING, inclusive of :**

- Two times (2X) Coffee Break, One time (1X) Lunch Buffet and One time (1X) Dinner Buffet
- Maximum of 8 (eight) hours usage of meeting room.
- Reception/Registration Table.
- Audio and visual (LCD Projector, standard screen & microphone). \*above 10 person
- Meeting amenities (whiteboard or flipchart with marker).
- Pads and pens.
- Mint, bottled mineral water

**RESIDENTIAL PACKAGE, inclusive of :**

- Accomodation at The classic room inclusive Breakfast at Pago Restaurant based on occupancy
- 1 (One)main meeting room for maximum 12 (twelve) hour usage include 1 (one) time Lunch, 1 (one) time Dinner and 2 (two) times Coffee Break with coffee and tea
- Reception / Registration desk
- LCD, standart screen, standart audio sound system, 2 wired or wireless microphone
- Meeting amenities (1 (one) flipchart with marker)
- Free internet acces in guest rooms
- Inclusive of 21% preailing Government tax and service charge

### **TERMS & CONDITIONS:**

- **Rates are inclusive of 10% service charge and 11% government tax and noncommissionable.**  
The hotel has the right to adjust rates herein without prior notice in event of Tax adjustment by government and/or service charge amendments
- **Rates are for single or double occupancy inclusive of buffet breakfast.** Rates are strictly confidential for **UNIVERSITAS PELITA HARAPAN (UPH) individual's** bookings only with a strict regulation and could not be disclosed to public. The breach of any condition stated in the agreement will have a bearing on the company room rate.
- Room reservation is based on Non Last Room Available (NLRA), i.e. should type of room requested sold out, next type of available room will be offered.
- **The above prices are subject to "Quarterly review" based on your company performance.** Should there be a significant shortfall in production; The Papandayan has the right to review the above contract rates before end of the validity.
- **For additional :**
  - a. Extra bed in room will be applied at Rp 550.000 net / person including breakfast at Pago Restaurant for 1 (one) person (advance booking is required).
  - b. Any additional breakfast for the third person will be charged according to regular breakfast rate at Pago Restaurant.
- Rates are inclusive of transfer to & from The Papandayan Hotel – Kantor Perwakilan UNIVERSITAS PELITA HARAPAN (UPH) Provinsi Jawa Barat (based on availability upon request)

### **BENEFITS**

The following benefits are added with our compliments:

- **Include buffet breakfast at Pago Restaurant based on single / double occupancy**
- **Complimentary use of the Health Club and Swimming Pool**
- **Complimentary tea/coffee making service in-room**
- **Complimentary in room mineral water for 4 (four) bottles per day**
- **Welcome drink upon arrival**
- **Complimentary internet access in guest rooms**
- **Complimentary use of the Fitness Centre including sauna, whirlpool and wet areas of the SPA.**  
**Messages, treatments or instructional classes are at an additional charge**
- **24-hour room service**

### **The PREMIER Benefits**

**For travelers who are staying on the The Premier, the following *additional* privileges will be extended with our compliments:**

- Complimentary mini bar for 3 items beverage non-alcohol during stay
- Complimentary High Speed Internet Access in room



### **The AMBASSADOR Benefits**

The Ambassador concept redefines the hotel experience, by combining intimacy, comfort and exclusivity with personalized service.

**For travelers who are staying on The Ambassador, the following *additional* privileges will be extended with our compliments:**

- Private check in / check out on the 5th floor at The Ambassador Lounge
- Access to The Ambassador Lounge (5th floor) with panoramic mountain and pool side views
- Choice of a sumptuous lounge executive breakfast at The Ambassador Lounge or buffet breakfast at Pago Restaurant
- Afternoon tea & hors-d'oeuvres, starting from 3.00 PM – 6.00 PM and personalized check in facilities
- Evening cocktails & hors-d'oeuvres, starting from 6.00 PM – 8.00 PM and personalized check-in facilities
- Complimentary mini bar for 3 items beverage non alcohol during stay
- Complimentary High Speed Internet Access in room
- Complimentary 20 minutes foot reflexology at Edelweiss Spa

### **The SUITE Benefits**

The Suite concept redefines the hotel experience, by combining intimacy, comfort and exclusivity with personalized service.

**For travelers who are staying on The Suite, the following *additional* privileges will be extended with our compliments:**

- Private check in / checkout on the 5th floor at The Ambassador Lounge
- Access to The Ambassador Lounge (5th floor) with panoramic mountain and pool side views
- Choice of a sumptuous lounge executive breakfast at The Ambassador Lounge or buffet breakfast at Pago Restaurant
- All day refreshments
- Afternoon tea & hors-d'oeuvres, starting from 3.00 PM – 6.00 PM and personalized check in facilities
- Evening cocktails & hors-d'oeuvres, starting from 6.00 PM – 8.00 PM and personalized check-in facilities
- Complimentary mini bar for 8 items beverage non alcohol during stay
- Complimentary High Speed Internet Access in room
- Complimentary 20 minutes foot reflexology at Edelweiss Spa

### **RESERVATION METHOD:**

Reservations for this Special Contract rate can be made through your designated booker or travel arranger, or the hotel reservation office at (62 – 22) 7310 799, Fax (62-22) 7310 988 or via e-mail [reservations@thepapandayan.com](mailto:reservations@thepapandayan.com). When making reservations, your bookers need to identify themselves as having a Special Contract rate at the The Papandayan and specifically present the respective valid company ID, otherwise the reservation agent will be unable to confirm a room at **UNIVERSITAS PELITA HARAPAN (UPH) special** contract rate.

### **PAYMENT:**

Full payment is required by the hotel before the guest arrived. Major Credit Cards are accepted including AMEX, VISA and MasterCard.

A Credit Card authorization or cash deposit for the anticipated miscellaneous charges will be required upon check in unless your guarantee letter states all charges, including personal incidentals will be covered by the company. The final amount will be advised and charged upon check out.



If credit has been established and approved with the hotel, all payment will be addressed to your company and expected to be settled in full within 14 days after receiving hotel's invoice. The currency used in all invoices will be in IDR.

Below are the bank details for prepayment by transfer:

**THE PAPANDAYAN HOTEL, BANDUNG**

**Bank Account Name** : PT. CITRAGRAHA NUGRATAMA  
**Bank** : BCA  
**Account number (IDR)** : 008 312 9996  
**Address** : Jl. Asia Afrika, Bandung

Non-guaranteed room reservations will be released by 18.00 hrs on the day of the anticipated arrival unless guaranteed for arrival.

In the event of a full house/high occupancy situation, the hotel reserves the right to reconfirm future bookings, to be guaranteed for payment, for the full house dates.

**CHECK-IN/CHECK-OUT TIMES:**

Hotel check-in time at 2:00 pm and check out at 12:00 noon. Early check-in and late check-out are subject to advance request and space available. There will be additional fee applicable for this service.

**IDENTIFICATION:**

Your travelers will be asked to supply some additional form of identifications (valid corporate ID card & KTP/ Passport) upon check-in order to receive this special corporate rate.

**CANCELLATION POLICY:**

In the event that you or your travelers need to cancel a confirmed reservation at our hotel, we must **receive your cancellation at least 48 hours prior to the guest arrival date**. Once a cancellation number has been received, the reservation is officially cancelled / released. Failure to call and cancel guaranteed reservation less than 48 hours prior to the arrival date will result in a cancellation charge of that night's room and tax. The remaining nights of the stay will automatically be cancelled / released.