



(UKM Holdings Sdn Bhd)  
Universiti Kebangsaan Malaysia, 43600 UKM Bangi, Selangor  
Tel: 03 – 8921 3361/3362 Fax: 03 – 8922 2890

**ROOM RESERVATION**

<b>Guest Names:</b>			<b>Designation:</b>		
1.					
2.					
3.					
<b>Arrival</b>	<b>Date:</b>	<b>Departure</b>	<b>Date:</b>		
	<b>Time:</b>		<b>Time:</b>		
<b>Room Type:</b>	<b>Standard:</b>	RM 120.00	<b>No of Rooms:</b>	<b>Duration:</b>	<b>Night</b>
	<b>Suite:</b>	RM 240.00	<b>No of Room:</b> 1	<b>Duration:</b>	<b>Night</b>
<b>Billing:</b>	Cash <input type="checkbox"/> Cheque <input type="checkbox"/> LO <input type="checkbox"/>				

**Reservation Made by:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Tel No:** \_\_\_\_\_ **Fax No:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Company:** \_\_\_\_\_  
\_\_\_\_\_

<b>RESERVATION DEPARTMENT ONLY</b>		
<b>Taken by:</b>		
<b>Date:</b>		
<b>Status:</b>	<b>CONFIRM</b> <input type="checkbox"/>	<b>WAITING LIST</b> <input type="checkbox"/>