

Jakarta, 18<sup>th</sup> June 2024

Thank you for your choosing / continuous support to **POMELOTEL Patra Kuningan – Jakarta**, a brand new concept of Metropolitan Accommodation located strategically in Patra Kuningan area.

It is a privilege to serve **ITB BANDUNG** needs at our hotel in the forthcoming Year of 2024. Our ongoing commitments is to ensure that the hotel exceeds your own and guest's expectation.

<b>Superior Room</b>	<b>Deluxe Room</b>	<b>Suite Room</b>	<b>Family Suite</b>
Rate Rp. 570.000	Rate Rp. 650.000	Rate Rp. 1.300.000	Rate Rp. 1.700.000
<ul style="list-style-type: none"> <li>• Superior Single or Twin</li> <li>• Breakfast for 2 persons</li> </ul>	<ul style="list-style-type: none"> <li>• Superior Single or Twin</li> <li>• Breakfast for 2 persons</li> </ul>	<ul style="list-style-type: none"> <li>• Single Room</li> <li>• Breakfast for 2 persons</li> <li>• Hair dryer</li> <li>• Hand Towel</li> <li>• Bed Runner</li> <li>• Cushion</li> </ul>	<ul style="list-style-type: none"> <li>• Single Room</li> <li>• Breakfast for 2 persons</li> <li>• Hair dryer</li> <li>• Hand Towel</li> <li>• Bed Runner</li> <li>• Cushion</li> </ul>

Note : Drop Off / Pick Up Airport IDR 300.000,-

#### Benefits

- Notepad , Pencil , Mineral Water , Candy , White Screen , 1 Flipchart and MIC
- Complimentary Wi Fi Internet connection in guestrooms, Hotel's Lobby, and restaurant

#### Hotel facilities

- Pomelo Cafe
- Function Hall and Meeting Rooms
- Swimming Pool
- Drugstore
- Urban Spa treatments
- Working Table & Chair
- Coffee & Tea maker
- Hot & Cool water shower
- 24 hours room service
- LCD flat screen TV 32'
- TV Cable & Movie Channels
- Personal Safety Deposit Box

Jl. Dukuh Patra Raya No. 28 Kuningan

Jakarta Selatan 12870 INDONESIA

**P** : +62. 21 8370 9588

**F** : +62. 21 8370 9589

**E** : info@pomeloteljkt.com

www.pomeloteljkt.com

**TERMS AND CONDITIONS :**

1. The above rates are inclusive 21% service charge & government tax. POMELOTEL Jakarta reserves the right to adjust rate agreed within the contract period in the event of tax alterations by Government and Service Charge amendments.
2. Including Buffet Breakfast for 1 (one) or 2 (two) person(s).
3. The above rates are **NON-COMMISSIONABLE**.
4. **Rates quoted are not valid during New Year period.**
5. **Children policy.**  
No additional room charge for children under 4 years old who sharing the room with parents.
6. **Rates Restrictions.**  
Room rates are applicable to your company account. Should the guest be paying by personal account, or extend their stay, regular published rates will be applied to protect the confidentiality of our agreement. All rates given are at the discretion of POMELOTEL Jakarta and are received at POMELOTEL Jakarta decision.
7. Reservations  
For reservations please contact our reservations department directly through the following numbers: telephone +62 21 83709588 (Direct) or facsimile +62 21 8370 9589 or email to: [booking@pomeloteljkt.com](mailto:booking@pomeloteljkt.com) or [sales@pomeloteljkt.com](mailto:sales@pomeloteljkt.com), Reservation is open 24 hours.
8. **Reservation Policy**
  1. All reservations made by **Travel Agents who has Credit Facility** with Pomelotel Jakarta will only be confirmed upon receive your **Copy Voucher (CV)** prior to the guests' arrival.
  2. Should Pomelotel Jakarta NOT receive your GL/CV upon the guest check-in, Pomelotel jakarta shall apply WALK IN RATE to the guest(s) and should be settled by the guest upon check-out.  
Reservations made by **the companies who do not have Credit Facilities** with Pomelotel Jakarta can only be accepted upon receive of pre-payment for a minimum of 1 (one) night's stay, with the total balance payable before the guests' check-out.
  3. Pomelotel Jakarta will hold your room until **14.00 hours** Jakarta Time on the date of arrival, if the reservation is made 1 (one) day in advance or more.
  4. Pomelotel Jakarta will hold your room until **18.00 hours** Jakarta Time on the date of arrival, if the booking is made on the same day of guest' arrival.
  5. Guests who do not arrive by this time may find their reservation cancelled automatically without prior notice, unless guaranteed by your company or credit card or advance cash deposit.
  6. Group reservation are available upon request
  7. Final group room list, including daily meal requirements, arrival and depature times should be recieved by Pomelotel Jakarta 7 days prior to arrival

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9. **Cancellations or “No Show” policy**

A. **For Individuals:**

The charge will be applied on guaranteed room, food & beverage or other inquiry (if any) as stated on Booking or Guarantee Letter signed by authorized person.

1. **No Cancellation Fee:**

If the cancellation is made 48 hours (2 days) prior to the guests' arrival.

2. **100% charge of the price of 1 (one) night:**

If the cancellation is made on the same day of the guests' arrival.

B. **For Group:**

The charge will be applied on guaranteed room, food & beverage or other inquiry (if any) as stated on Booking or Guarantee Letter signed by authorized person.

1. **No Cancellation Fee:**

If the cancellation is made 7 (seven) days before the guests' arrival.

2. **100% charge of the price of 1 (one) night:**

If the cancellation is made within 72 hours (3 days) prior to the guests' arrival

10. **Check-in and Check-out procedures**

- ❖ Check-in time is 2.00 p.m. Check-out time is on or before 12 noon.
- ❖ Late check-out is subject to room availability and will be charged as follows:
  - a. Check-out until 6 p.m. – 50% of contract rate.
  - b. Check-out after 6 p.m. – 100% of contract rate.

11. **PAYMENT TERM**

- ❖ payment shall be made one (1) day in advance prior to the arrival date, unless credit facility has been agreed by the Hotel.
- ❖ Payment shall be transferred to :

<b>Account</b>	<b>: PT. Wijaya Wisesa bakti</b>
<b>Bank</b>	<b>: Bank BCA Cab Talavera</b>
<b>Account Number</b>	<b>: 5225 78 9999</b>
- ❖ Remittance slip shall be faxed to the Hotel subsequent to payment is made.

**Credit Facilities**

Application form is available for guests who wish to establish credit facilities with POMELOTEL JAKARTA

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**Billing Arrangement**

- Reservations for guests who do not have credit facilities with POMELOTEL Jakarta can only be accepted upon receive of pre-payment for a minimum of one night's stay.
- Payment must be settled in full upon check-out. Payment must be made in cash or by bank draft unless guests have a written credit arrangement with POMELOTEL Jakarta
- Should a credit application be completed and accepted, payment shall be settled in full within 14 days after receive of invoice.

**All payments should be settled in Rupiah**

**All Bank charges should be borne by the sender**

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