



20 Dec 2023

## Corporate Rate from Jan - Dec 2024

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Dear Sir and Madam

Greetings from **Phnom Penh Hotel**, Comfort & Grandeur in The Heart of Phnom Penh!

Firstly, we would like to take this opportunity to thank you for your kind support and corporation with us.

Where both parties have agreed to the following terms and conditions:

Issue Date: 01<sup>th</sup> Jan 2024

### **ROOM (RATE PER ROOM PER NIGHT):**

Valid Date: 01 Jan – 31 Dec' 2024					
Room Type	SGL	DBL/TWN	7Days	15Days	Monthly Rate
Superior	60	70	385	800	1,550
Deluxe	70	80	410	850	1,650
Club Excellence	80	90	460	950	1,850
Junior Suite	100	110	560	1,000	1,950
Executive Suite	110	120	630	1,050	2,000
Club Excellence Suite	120	130	700	1,100	2,100
Service Apartment 1BR	160		805	1,150	2,200
New Service Apartment 1BR	180		875	1,250	2,400
Service Apartment 2BR	200		950	1,500	2,900
Monivong Suite	400		N/A	N/A	N/A
Royal Suite	1,050		N/A	N/A	N/A
Phnom Penh Suite	1,100		N/A	N/A	N/A
President Suite	1,100		N/A	N/A	N/A

*\*\*Extra Bed @ US\$ 25 inclusive of one breakfast*

*\*\*The above-mentioned rates are not applicable during Trade Fair, Exhibition, Event, and big group delegation in Phnom Penh (Date to be advised).*

#### **Superior / Deluxe is Inclusive of:**

- Buffet breakfast at the Palm View Café Restaurant
- Complimentary 2 bottles of drinking water in room
- Complimentary usage of our Swimming pool, Gym, Sauna, Steam & Jacuzzi
- Complimentary coffee/tea making facility
- Complimentary unlimited Wi-Fi

#### **Club Excellence to Service Apartment 2BR Benefits:**

- Buffet breakfast at the Palm View Café Restaurant
- Welcome fruit basket in room
- Complimentary unlimited Wi-Fi



- Complimentary evening beverages and snacks from 6:00PM to 8:00PM
- Complimentary non-alcoholic beverages throughout the day
- Complimentary late check out to 4:00PM, subject to availability
- VIP amenities service upon arrival

**Terms and Conditions:**

**Rates:**

All rates quoted are in US Dollar inclusive of 5% Service Charge, and Government Taxes (2% Accommodation Tax and 10% VAT) and non-commissionable. Contract rates are NOT VALID for Online/s.

Complimentary stay up to two (02) children less than 12 years of age sharing room with parents using existing configuration. Additional breakfast at US\$ 7.00nett surcharge for child aged 05-11 years old.

**Reservation Procedure:**

All reservations can be made directly with the hotel reservation section as following:

Reservations Dept. : (+855) 23 991 868  
H/P : (+855) 12 908 061  
E-mail : [reservation@phnompenhhotel.com](mailto:reservation@phnompenhhotel.com)

**Reservation Guarantee:**

To guarantee a reservation, the Hotel requires or places a major credit card guarantees upon confirmation.

Guaranteed reservations will be made as following:

- 10 -20 rooms confirmed, required to deposit 30%
- 20 rooms and above confirmed, required to deposit 50%

**Room Cancellation/ Amendment Charge:**

Room Cancellation/Amendment of reservations must be notified in writing Email to the Hotel and with a returned confirmation from the Hotel in writing; if not a cancellation charge will be levied for late notification as follows:

- For individual booking (less than 8 rooms) will be 72 hours without penalty
- Any cancellation made less than 72 hours in advance, one-night charge will be applicable

**No Show Charge:**

In case of no show, the Hotel will charge the Company/Industry the full amount of the total room night(s) reserved at the confirmed rate(s) at the time of reservation.

**Payment:**

Payments are to be made in US dollars by credit card, cash, or direct bank transfer to our bank account. Phnom Penh Hotel does not accept responsibility for any bank charges or fees resulting from the transfer of deposit installments. All charges incurred during the guest's stay will be settled upon departure by cash or credit cards (Visa Card, Mastercard, JCB Card, Amex Card, and UnionPay).

**Bank Transfer Detail:**

Bank Name : Cambodian Public Bank PLC  
Account Name : Phnom Penh Hotel  
Account Number : 011-02-11-00333-7  
Account Type : Saving / Current Account  
Swift Code : CPBLKHPP  
Bank address : #23, Kramuon Sar Avenue, Sangkat Phsar Thmei II, Khan Daun Penh,  
Phnom Penh, Kingdom of Cambodia

**Bank Transfer Detail:**

Bank Name : Advance Bank of Asia Limited Bank  
Account Name : Vina (HK) Company Ltd (Phnom Penh Hotel)  
Account Number : 003 415 616  
Swift Code : ABAKHPP  
Bank address : No.148, Preah Sihanouk Blvd, Phnom Penh, Cambodia

**Late Payment Interest:**

Late payment interest on the outstanding sum shall be imposed on the Operator in the event payment is not settled within the stipulated credit period. The interest percentage or a fixed amount shall be determined by the Hotel but generally be set at 1.5% per month (or 18% per annum).



**Confidentiality:**

All information contained in this Agreement is private and confidential and may not be disclosed to third parties for whatever reason or purpose. Should the Contract rates be sold direct to the public and not through package programs or authorized companies, the Contract herein will be null and void. **Contract rates given in this agreement is exclusive to your company/ industry and/or cannot be published on websites.** The Hotel reserves the right not to honor these contract rates, if the term is violated.

**Tax Fluctuation:**

Should the Authorities either increase or decrease the percentage of tax, the Hotel reserves the right to adjust the contracted rates accordingly.

**Change of Ownership or Management:**

The Hotel must be informed within 30 days of any amendment/transfer of the new company ownership/management in writing during the period of contract validity. The Hotel must be informed PRIOR to change or transfer of Ownership/Management of the company, in writing, no less than 30 days of joining the new ownership/management of the company.

We look forward to welcoming you and your guests to Phnom Penh Hotel!

Yours sincerely,

Please sign below to acknowledge your acceptance and return a copy to us for our reference by

**01<sup>th</sup> jan 2024.** If we do not receive the signed agreement by this date, this agreement will not be valid.

We eagerly anticipate the opportunity to welcome and serve your guests at Phnom Penh Hotel in the near future.

Yours sincerely,

For and on behalf of  
**Phnom Penh Hotel**

Agreed & accepted by:



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Ms. Leng Seakcheang  
Asst. Director of Sales & Marketing  
Mobile: +855 12 333 823/81 683 686  
Email: [adosm@phnompenhhotel.com](mailto:adosm@phnompenhhotel.com)

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Name:  
Position:  
Date:

Approved by:

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Mr. Ly Sakhoeun  
Resident Manager  
Date: 02<sup>rd</sup> Jun 2023