

ROSEWOOD

PHNOM PENH

OPENING STATEMENT

The following outlines the terms and conditions of the agreement (the “Agreement”) between **Ministry of Posts and Telecommunication** (the “Company”) and **Vattanac Properties Limited** trading as **Rosewood Phnom Penh** (the “Hotel”) between May 16, 2024 and December 31, 2024. The Company and the Hotel agree to enter into the Agreement subject to the terms and conditions set out here below.

COMMENCEMENT AND DURATION

This Agreement shall commence on May 16, 2024 and shall continue until December 31, 2024. The following rates are offered based upon your commitment of a minimum of 30 room nights annually (the Annual Room Night Commitment).

RATE DETAILS

Room categories booked are confirmed at the time of reservation.

Room Type	Size (sqm)	Maximum Published Rate (USD)	Corporate Rate +++ (USD)	Corporate Rate Net (USD)
Executive Room	50	420	195	234
Premier River View	50	460	235	282
Grand Premier Room	62	500	275	330
Mekong Suite	65	570	345	414
Manor Suite	82	660	435	522
Rosewood Suite	95	1,200		1,441
Monivong House	160	2,400		2,881
Norodom House	225	4,800		5,762
Extra Bed	-	100	60	72

- Rates are per room night, for single occupancy; inclusive of daily breakfast for **one (1) person**.
- All rates quoted are in United States Dollar and **subject to/inclusive of** a total of **20.054%** prevailing government taxes and service charge per room per night (7% service charge, 2% accommodation tax, 10% VAT).
- Double Occupancy additional charge: USD 32, inclusive of 7% service charge, 10% VAT.
- Room rates are non-commissionable and subject to availability.
- The hotel reserves the right to renegotiate or cancel the agreement with 30 days written notice
- Negotiated rates are confidential information shared in a mutual business relationship and not to be published on any public website or printed collateral.

RATE ELIGIBILITY

The preferred rates apply to employees of the Company and its subsidiaries, company-employed consultants or contractors under contract during their dates of stay; and your company’s valued clients, when reservations are made through the Company local or overseas offices. We reserve the right to request company identification or business cards upon check-in; in the event there is no valid company identification the room rate will be set at the best available rate.

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RATE VALIDITY AND AVAILABILITY

The rates offered above will be effective from May 16, 2024 until December 31, 2024. Please note that each room category carries a fixed inventory. Alternative categories and the respective rates will be applied if the requested category is not available for any reason.

COMPLIMENTARY AMENITIES

Guests will enjoy the following amenities and benefits:

- Complimentary in-room mineral water.
- Complimentary in-room Nespresso Coffee / Tea.
- Complimentary access to Fitness Centre and Swimming pool.

COMMITMENTS

The following are our expectations of the Company in order to receive preferred rates from Rosewood Phnom Penh:

- Participation in a quarterly account review
- Direction to travellers to identify themselves by the Company name when making reservations
- Agreement to **30** room night commitment and acknowledgement that the Hotel has the right to re-negotiate the room rates and agreement if the room night commitment is not reached

GROUP BOOKINGS

The preferred rates stated within this Agreement are valid only for individual travellers and are not applicable for group-related room blocks or meetings, defined as **10 rooms** or above staying on the same night. Group rates will be determined according to the number of rooms required, dates of stay, duration of stay and room types available. The Hotel will offer various room types and corresponding rates available for group bookings depending on the availability of each room type as long as it meets the total number of rooms requested.

The Hotel reserves the right to change the terms and conditions for group bookings depending on the specifications of the group.

Group bookings will not be attributed towards the agreed room night commitment under this Agreement.

RESERVATIONS

Reservations for your preferred corporate rate can be made via our hotel reservation office at telephone +855 23 936 888, via email to phnompenh.reservations@rosewoodhotels.com or online at <http://www.rosewoodhotels.com/en/phnom-penh> (a corporate rate access code may be provided in order to activate this functionality.)

Due to rate confidentiality, reservations made via telephone will need to be confirmed in writing from an official company email address. Rates will not be quoted on the telephone without proof of corporate identity.

CLOSE-OUT & STOP-SELL PERIODS

The Hotel reserves the right to update with close-out dates or stop-sell periods as deemed necessary.

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AIRPORT TRANSPORTATION ARRANGEMENTS

Rosewood Phnom Penh offers luxury airport transfers with its very own fleet of cars, including a Jaguar F-Pace and Jaguar XJL.

Please click the link for more details of luxury airport transfer services at <https://www.rosewoodhotels.com/en/phnom-penh/destination/getting-around>

BILLING INSTRUCTIONS

All reservations require a credit card guarantee unless the Company has credit privileges established with Hotel name. A credit card will need to be presented on arrival and all charges including incidentals will be applied upon check-out, unless prior arrangements have been made.

In cases where a company has been granted credit for payments made direct to the hotel by the company as opposed to the individual traveller, please attention your payment to:

Name of the Banking Institution	VATTANAC Bank Limited
Bank's Address	Level 1, Vattanac Capital Mall No. 66, Preah Monivong Blvd Sangkat Wat Phnom, Khan Daun Penh Phnom Penh, Cambodia
Telephone / Fax Number	+855 23 963 888 / +855 23 963 889
E-mail	service@vattanacbank.com
SWIFT	VBLCXHPP
Wire Instructions for transfers from overseas to your account	Field 56A STANDARD CHARTERED BANK, US SWIFT: SCBLUS33 Field 57A (Account with institution) Vattanac Bank Phnom Penh, Cambodia SWIFT: VBLCXHPPXXX Field 59A Account No.: 050-02-88-001167-8 Name: VATTANAC PROPERTIES LIMITED (ROSEWOOD REV) Field 70 Details of Payment (if any)

CHECK-IN/CHECK-OUT

Hotel check-in time is from **2 p.m.** Guests are asked to provide an estimated time of arrival at booking stage to assist the Hotel in preparing for their arrival. Guests arriving prior to this time will be accommodated as rooms become available and their luggage may be stored at the time of check-in.

Check-out time is **12 p.m.** For a late check-out extension up to **6 p.m.**, **50%** of the daily room rate will be charged; for check-out after **6 p.m.**, a full day room rate will be applied.

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CANCELLATION

Cancellation is free of charge until 6 p.m. local time on day of arrival. A cancellation is confirmed with a cancellation number which should be retained as a reference. **A minimum one-night charge will be applied to any “no-show” or late cancellation (received after 6 p.m.).** This fee will automatically be charged to the credit card given as guarantee or the prepaid deposit will be forfeited.

In the case of any company guarantee, related charges will be posted to the company credit card as provided or billed to the Company for settlement provided that we have a letter of approval/authorisation and credit facility has been established with the Hotel.

TERMINATION

Either party may terminate this Agreement prior to the expiration of the term of this Agreement by delivering the other party a **30-day** written notice.

CAR PARK

The parking underneath Vattanac Capital Tower is managed by a third party.

Registered guests staying in a guestroom are entitled to unlimited complimentary parking for car only.

FORCE MAJEURE CLAUSE

In the event that this Agreement cannot be performed due to causes that are outside the reasonable control of the Hotel or Group (“Force Majeure” causes, as defined below) and cannot be avoided by the exercise of due care, the affected Party may terminate this Agreement, upon written notice, without liability of any nature, and Hotel shall return any deposits. The following events constitute a Force Majeure, should any make performance under this Agreement illegal or impossible (including where it is illegal or impossible for Group to attend the Event): Acts of God, war, terrorist act, government regulation, strikes, riots, natural disaster such as earthquake, hurricane, tornado or cyclone, infectious disease outbreak, or any other cause beyond the Party’s control. In the case of Force Majeure, whenever possible, the Group will in good faith make every effort to reschedule the event for a later date. Notwithstanding anything herein to the contrary, a change in economic circumstances sustained by either Party or a change in a Party’s internal policies shall not constitute an event of Force Majeure.

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ACCEPTANCE

By signing and returning the enclosed copy of this Agreement, your preferred corporate rate will be loaded into our reservation system. Please keep a copy of this Agreement for your records.

We thank you for considering **Rosewood Phnom Penh** and we look forward to being of service to you and your guests.

Yours sincerely,
Rosewood Phnom Penh

On behalf of the Company, signed and confirmed with company chop:

Timothy Edgecombe (Mr.)
Director of Sales and Marketing
May 16, 2024

Authorised Name:
Position or Title:
Date: