



## THE RITZ-CARLTON

MILLENNIA SINGAPORE

05 December 2018

Revision 1

Mr. Mike Queck  
Regional Product Director  
**CONVERGENT INTERNATIONAL TRAVEL DEVELOPMENT COMPANY LIMITED**  
RM 1805-06, 18/F, HOLLYWOOD PLAZA, 610 NATHAN ROAD, KOWLOON, H.K.  
Mob: +65 97627699  
Tel: +86 20 6634 7915  
Email: [mike.queck@huizhi-intl.com](mailto:mike.queck@huizhi-intl.com)

Dear Mr. Queck,

**RE : CONTRACT FOR CONVERGENT INTERNATIONAL TRAVEL 2019 Q1 BULK PURCHASE - JANUARY**

Thank you for selecting The Ritz-Carlton, Millenia Singapore as the venue for your "Convergent International Travel Q1 Bulk Purchase - January" over 02 - 31 January 2019.

Enclosed, is a copy of the agreement for your approval. As a confirmation of the acceptance of the arrangements, kindly sign and return us a copy by Tuesday, 11 December 2019 as a scanned copy emailed back to me on [benny.s.jin@ritzcarlton.com](mailto:benny.s.jin@ritzcarlton.com).

In the interim, please feel free to contact me directly at Telephone: (65) 6434 5097 should you require further clarification.

Once again, we look forward to welcoming your guests to our hotel and we will ensure that your event will be a successful one.

Yours sincerely

Benny Jin  
Associate Director of Sales - China Market  
The Ritz-Carlton, Millenia Singapore  
Tel : (65) 6434 5097  
Fax: (65) 6337 5192  
Email : [benny.s.jin@ritzcarlton.com](mailto:benny.s.jin@ritzcarlton.com)

MW/BJ

**THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION**

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*



## THE RITZ-CARLTON

MILLENNIA SINGAPORE

### HOTEL CONTRACT FOR "CONVERGENT INTERNATIONAL TRAVEL 2019 Q1 BULK PURCHASE - JANUARY ACCOMMODATION" ON GUEST ROOMS AT THE RITZ-CARLTON, MILLENNIA SINGAPORE

The parties to this contract, made on **Wednesday, 05 December 2018** are The Ritz-Carlton Hotel Company of Singapore Pte. Ltd. ("Operator") as manager for RCMS Properties Private Limited ("Owner") with respect to The Ritz-Carlton, Millenia Singapore (referred to herein as "The Ritz-Carlton, Millenia Singapore", "we", "us", "our" or "The Hotel") located at 7 Raffles Avenue, Singapore 039799 and "Convergent International Travel Development Ltd" (referred to herein as "Group", "Organization", "you" or "your") located at Rm1805-06, 18F, Hollywood Plaza, Nathan Road, Mongkok, Hong Kong

#### ROOM BLOCK (JANUARY/2019)

Room Category	02-09, 14-16, 21-23, 28-31 January 2019 (Both dates inclusive)	Grand Total (Room Block)
Deluxe Room, Kallang Bay View	4 rooms per night	72
Deluxe Room, Marina Bay View	2 rooms per night	36
Total (By night)	6 rooms per night	108

#### ROOM BLOCK (JANUARY/2019)

Room Category	10-13, 17-20, 24-27 January 2019 (Both dates inclusive)	Grand Total (Room Block)
Deluxe Room, Kallang Bay View	4 rooms per night	48
Deluxe Room, Marina Bay View	3 rooms per night	36
Total (By night)	7 rooms per night	84

#### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial h

## GUEST ROOM RATES

<b>Room Category</b>	<b>Our Offer</b>
Deluxe Room, Kallang Bay View 02 – 31 January 2019, (Both dates inclusive)	<b>S\$390.00 nett per room per night (inclusive of In-Room Internet Access)</b>
Deluxe Room, Marina Bay View 02 – 31 January 2019, (Both dates inclusive)	<b>S\$465.00 nett per room per night (inclusive of In-Room Internet Access)</b>

- 3rd adult will be charged an additional S\$85nett per person per night for extra bed
- 3rd adult will be charged an additional S\$135nett per night inclusive of buffet breakfast and an extra bed.
- Add on 02 Adult breakfast at S\$60nett per day and children 6-11 years old will be charged S\$25nett per child per breakfast.
- Complimentary breakfast policy for Children below 6 years old does not apply for "Room Only" bookings
- All rates, unless otherwise quoted, are subject to 10% service charge and Goods and Services tax (GST) at 7%. GST is calculated based on total amount, which includes service charge. Please note that that GST is subject to change in accordance with the government policy and will be borne by Convergent International Travel. Rates quoted are on per room per night basis in Singapore dollars.
- Rates quoted are per room per night basis in Singapore dollars
- **The above rates offered are non-commissionable.**
- Guarantee is based on daily basis, not monthly.
- These bulk purchase rooms must strictly be packaged up. Failure to comply may result in withdrawal of bulk purchase programme.

### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.

Organization's Initial Qsw

Hotel's Initial bs

## ARRIVAL AND DEPARTURE

Check-in time at the Hotel is after 1500 hours. Check-out time is prior to 1200 hours. Guests arriving before 1500 hours will be charged a full day's guestroom rate to guarantee immediate check-in upon arrival.

Late check-out will be subject to availability and will be charged accordingly:

- From 1200 hours to 1800 hours - fifty percent (50%) of the contracted rate
- From 1800 hours onwards - one hundred percent (100%) of the contracted rate

## MINIMUM ROOM MATERIALIZATION

Please note that the above group's rates are extended based on a minimum materialization of **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive). Should the number of materialized room nights fall below **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive), the Hotel reserves the right to revise the guestroom rates accordingly. Any request for guestrooms on different categories or out of the allotment is subject to guestroom availability in whichever categories and different room rates at the discretion of the Hotel.

## BILLING

### Guest's Individual Account (POA)

All incidental charges incurred shall be settled by each individual guest upon departure from the Hotel.

## RESERVATION PROCEDURE

All room reservations must be booked either through The Company (via a rooming list which shall be submitted to The Hotel) ,quoting the Event name.

The reviewed guest room block will be held until the **CUT-OFF DATE**

**CUT-OFF DATE : 3 DAYS PRIOR TO CHECK-IN DATE**

This is the final date when all reservations and rooming list are due to be received by The Hotel. After this date the remaining guest room allocation with The Hotel will be released at the sole discretion of The Hotel without any further notification to The Company.

### **THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION**

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial bx

## ROOM REVIEW, ATTRITION AND NON-REFUNDABLE ADVANCE PAYMENTS

You understand and agree that upon signing this contract, The Ritz-Carlton Millenia, Singapore will reserve the guestrooms for "Convergent Travel" to the exclusion of all other business. You therefore agree to abide by all terms relating to the confirmation of guestrooms, attrition rates, rooming lists and cancellation charges set out below:

- a. You have contracted a minimum guarantee of **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive). Should this minimum materialization not be met, or in the event of a no-show or shortening of stay, the Hotel reserves the right to charge for the minimum materialization or the entire length of stay.
- b. Hotel is relying upon Convergent Travel's use of the Room Night Commitment. Convergent Travel agrees that a loss will be incurred by Hotel if Convergent Travel's actual usage is less than **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive) out of the Room Night Commitment. Rooms picked up by Convergent Travel outside the Room-block will not count toward the Room Night Commitment.
- c. If Convergent Travel's actual usage is less than **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive) out of the Room Night Commitment, Convergent Travel agrees to pay, as liquidated damages and not as a penalty, the difference between **5 guestrooms per night**, over the dates of **02-09, 14-16, 21-23, 28-31 January** (both dates inclusive) and a minimum materialization of **6 guestrooms per night** over the dates of **10-13, 17-20, 24-27 January**(both dates inclusive) out of the Room Night Commitment and Convergent Travel's actual usage, multiplied by the average group room rate, plus applicable taxes.
- d. **Final Review: 3 days prior to arrival**  
Any release in guestrooms exceeding **twenty percent (20%)** of the total room block as set forth in page 2 of this agreement, be subject to **one hundred percent (100%)** charge.

Any non-materialization, as set forth in **the remaining room block will also be subject to one hundred percent (100%) charge based on the remaining room block.**

### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial bs

## ROOMING LIST

- a. **3 days prior to each check-in date**, you shall provide a Rooming List to the Hotel. This Rooming List will enable the Hotel to allocate the guests to specific rooms and make all other necessary arrangements to ensure that your event is a success. The Rooming List serves the additional function of providing a final confirmation of the guestrooms reserved for you.

## CONFERENCE DETAILS

We will assign a Conference Services Manager to your room accommodation. He/ She will assist you with the details on all aspects of your room accommodation. You agree to discuss your arrangements with the Conference Services Manager to determine whether any labor charges and special service charges will apply in addition to those set forth in this contract. All of your room accommodation details should be finalized at least five (5) days prior to arrival.

## PREPAYMENT

The Group shall make all required payments as stipulated in the pro-forma of this contract in the form of a bank draft, cashier's check or via telegraphic transfer payable to THE RITZ-CARLTON, MILLENIA SINGAPORE at :-

The United Overseas Bank, 3 Temasek Boulevard, #02-735 / 736 Suntec City Mall, Singapore 038983, Account No: 137-301-832-0 Branch Code: 037, Bank Code: 7375, Swift Code: UOVBSGSG.

Should the organization fail to pay any of the charges due, or otherwise default with respect to any provision of the Agreement, the Hotel may apply all or part of the deposit to the sums due to the Hotel. If the organization performs all of its obligations under this Agreement, the balance deposit shall be returned.

Without prejudice to any other claims or remedies which The Hotel may have, The Hotel shall be entitled to charge late payment interest on all outstanding amounts due and payable by The Company to The Hotel under this agreement from the date such amounts fall due to the date of full payment at the rate of two percent (2%) per month (before or after judgment) or the maximum amount permitted by law, if lower.

### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial h

### PAYMENT SCHEDULE

In line with the Hotel's guidelines, we would require the following non-refundable deposit as an indication of a firm reservation of all the meeting arrangements.

DATE	GUEST ROOMS
Monday, 10 December 2018	100% of total rooms revenue

### CANCELLATION CHARGES FOR ENTIRE EVENT

In the event that you wish to cancel the entire event and withdraw from the package the following liquidated damages shall apply

Date of Cancellation Notice Received prior to first contracted arrival dates	Total Guestroom Revenue
Upon signing the contract	100% of total rooms revenue

The total liquidated damages are calculated by multiplying the total room nights by the contract rate. The Hotel agrees that, after receipt of such amounts, it will not seek additional damages.

Advance payments held by the Hotel are non-refundable and will be applied towards any outstanding charges due to the Hotel, including cancellation damages due as a result of cancellation.

### SERVICE CHARGE AND GOVERNMENT TAXES

All rates, unless otherwise quoted, are subject to 10% service charge and Goods and Services tax (GST) at 7%. GST is calculated based on total amount, which includes service charge. Please note that that GST is subject to change in accordance with the government policy and will be borne by Convergent Travel.

### NON PARTICIPATION IN LOYALTY PROGRAMS

The Ritz-Carlton, Millenia Singapore does not participate in the Ritz-Carlton Rewards, Marriott Rewards or Starwood Preferred Guest Rewards Program.

#### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial bx

## PROHIBITION OF SMOKING

Under the smoking (Prohibition in Certain Places) Act, smoking is prohibited in non-smoking rooms, restaurants, functions rooms, gymnasium, SPA and other public areas within the Hotel premises. Smoking is allowed only in smoking rooms and designated areas of the Hotel. The Tour Operator's assistance in notifying guests of this Law is appreciated. A penalty charge subject to Hotel's discretion will be imposed should guests smoke in a non-smoking room/area.

## GOVERNING LAW AND JURISDICTION

The parties agree that this Agreement and the Addendum shall be governed by and construed in accordance with the laws of Singapore and the parties hereby submit to the non-exclusive jurisdiction of the Courts of Singapore.

## INDEMNIFICATION

Convergent Travel agrees to indemnify the Hotel and all its officers, agents and employees against all claims, losses or damages to persons or property, government charges or fines and costs (including reasonable attorney's fee) directly arising out of the occupancy or use of the premises by Convergent Travel and its guests, except those claims arising out of the gross negligence or willful misconduct of the Hotel.

## IMPOSSIBILITY CLAUSE

The parties' performance under the Contract is subject to acts of God, war, government regulation, terrorism, disaster, strikes, civil disorder, curtailment of transportation facilities, or any other emergency beyond the parties' control, making it illegal or impossible for the Hotel to provide or for Convergent Travel" to use the Hotel facilities or which materially affects a party's ability to perform its obligations or exercise its rights under the Contract (including, but not limited to the ability to hold the event). In such event, either party may terminate the Contract without liability for any one or more of such reasons, upon written notice to the other party within ten (10) days of such occurrence or receipt of notice of such occurrence.

Notwithstanding the foregoing, in the event of (a) any outbreak of any epidemic or widespread disease, including but not limited to the avian influenza or severe acute respiratory syndrome (SARS) which makes it illegal or impossible for the Hotel to provide or for Convergent Travel to use the Hotel facilities and thereby results in Convergent Travel canceling or limiting its participation in this event or (b) any order, decree, directive or recommendation issued by any local governmental, regulatory or administrative body which causes Convergent Travel to cancel or limit its participation in this event or which makes it illegal or impossible for the Hotel to provide or for Convergent Travel to use the Hotel facilities, Convergent Travel shall be entitled to terminate this Contract without liability upon giving written notice to the Hotel as soon as reasonably practical – but in no event longer than ten (10) days after the occurrence of the relevant event under this clause. In the event of a termination under this clause, all monies paid in advance by Convergent Travel shall be refunded in full (without interest) within thirty (30) days from the termination date.

### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

*This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

Organization's Initial Qsw

Hotel's Initial h



## TERMS OF AGREEMENT

This contract may not be modified, amended or changed except by a written document executed by all parties which have signed this contract. By executing below, each party warrants and represents that it is duly authorized and has the requisite approval to bind the entity which it represents.

The terms of this contract shall be binding upon the Hotel only if a copy of the agreement is duly signed by Convergent International Travel and returned to the Hotel by Tuesday, 11 December 2018. In the event should we have an inquiry for your meeting space, we will accord a 48 hours right of refusal for you. Alternatively, should you have an earlier reply, kindly let us know.

Accepted By & On Behalf of :  
Convergent International Travel Development  
Company Limited

Queck Su Woei

\_\_\_\_\_  
Name

Regional Product Director

\_\_\_\_\_  
Designation

*Mike Queck* 4th Dec 2018

\_\_\_\_\_  
Signature & Date



Company Stamp

Accepted By & On Behalf of :  
The Ritz-Carlton Hotel Company of Singapore  
Pte. Ltd. ("Operator") as manager for RCMS  
Properties Private Limited ("Owner") with  
respect to The Ritz-Carlton, Millenia Singapore

Mr. Benny Jin

\_\_\_\_\_  
Name

Associate Director of Sales - China Market

\_\_\_\_\_  
Designation

05 December 2018

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Authorized Signature

Mr. Mark Aldridge

\_\_\_\_\_  
Name

Director of Sales and Marketing

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Company Stamp

THE RITZ-CARLTON  
MILLENNIA SINGAPORE  
7 RAFFLES AVENUE  
SINGAPORE 039799  
TEL: (65)-6377 8888  
FAX: (65)-6338 0001

### THE RITZ-CARLTON CONFIDENTIAL AND PROPRIETY INFORMATION

This communication contains information from The Ritz-Carlton Hotel Company, L.L.C. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.

Organization's Initial *Qsw*

Hotel's Initial *bw*