



Wholly owned by Asia Garden Sdn Bhd  
Company No. 14239-T

Sara Sun  
Product Manager  
**Convergent International Travel Development Co. Ltd**  
Flat/RM320, Block B 3F  
Cambridge Plaza  
188 San Wan Road  
Sheung Shui

Tel: +6017 668 9061  
Email: [sara.sun@huijhi-intl.com](mailto:sara.sun@huijhi-intl.com)

Dear Ms Sara,

#### **ADVANCE BULK PURCHASE 2019 / 2020**

Thank you for selecting Holiday Inn Penang as the preferred venue for your event. We are pleased to enclose herewith the proforma invoice for your kind attention and further action

Items	Rate (MYR)	No of nights	Total
Advance Bulk Purchase	190	150	28500
Validity Period: 29 December 2019 - 15 April 2020			

#### **ESTIMATE TOTAL**

**Note:** Tabulations are based on preliminary arrangements only. All other additional or incidental charges incurred on the actual day are to be settled immediately after the event

#### **DEPOSIT SCHEDULE**

The following functions deposit is required to be received by the Hotel according to schedule prior to event

Deposit Schedule	Schedule Date	Amount
First Payment	27-Dec-19	MYR 14,250.00
Second Payment	10-Feb-20	MYR 14,250.00

Payment can be in the form of a crossed cheque, made payable to **ASIA GARDEN SDN BHD** or sent remittance to Hotel's bank account details of which is as follows:

Account Name: **ASIA GARDEN SDN BHD**  
Bank Name : HSBC Malaysia Berhad  
Account Number : 372-047811-001  
Bank Swift Code : HBMBMYKL  
Branch : No 1, Downing Street, 10300 Penang

We would like to thank you for your continous support towards Holiday Inn Resort Penang and please be assured that the team is committed to ensure that your event will be a successful one. We look forward to serving you and your guests and assure you of our best endeavours in making the function a total success.

Yours sincerely,



Ruhi Teo  
Senior Business Development Manager  
Tel: +604 886 6679  
Fax: +604 881 1568  
Email: ruhi.teo@ihg.com

