

Tuesday, December 31, 2019	
TO	: Ms Sara Sun – Product Manager
COMPANY NAME	: Convergent International Travel Development Co., Ltd
ADDRESS	: Room 909, No. 638 Huangpu Dadao West, Tianhe District, Guangzhou, China.
MOBILE NO	: +6017 668 9061
EMAIL	: sara.sun@huizhi-inti.com
FROM	: Agnes Tay, Director of Sales & Marketing

PROFORMA INVOICE

Date	Items	Price (Nett)	Room / Unit	Person	Day/ Night	Total (RM)
DEPOSIT PAYMENT						
3-Jan-20	Pre-Purchase for 1st Batch 100 Rooms Night	RM440.00	100	-	100	RM44,000.00
Sub Total						RM44,000.00
Grand Total						RM44,000.00

* The above amount is based on estimated expenses, additional to be charged accordingly.

**** Prepayment by 3 batches, in the event of completing the rooms night for per batch. Kindly remit the balance payment accordingly prior to the cut off dates.**

DEPOSIT / PAYMENT

- Upon confirmation and acceptance of the above, we require a full payment of RM44,000.00 Nett by 3 January 2020, Friday.
- Hotel reserve the right to request the next batch of pre payment **(not following the batches dates stated in proposal)** immediately. If the amount of RM44k been utilized before the next batch of payment.
- Full length of event for charges will be levied for any no-shows on arrival date of confirmed bookings.
- No refund or exchange of service will be given for non-utilization.
- Payment is to be made in Ringgit Malaysia made payable to **CASA DEL RIO (M) SDN BHD**.
- Payment may also be settled at the following office:

Pay to : CASA DEL RIO (M) SDN BHD
 Bank : CIMB BANK BERHAD
 Account Number (New) : 800-4754-213
 Branch : KOTA LAKSAMANA BRANCH
 Address : NO.69 & 71 GF & 1F, JALAN KL 3/8, SEKSYEN 3, TAMAN KOTA LAKSAMANA, 75200 MELAKA.
 Swift Code : CIBBMYKL

Prepared by: -

CASA DEL RIO (M) SDN BHD
 (760741-T)
 88, JALAN KOTA LAKSAMANA,
 75200 MELAKA
 MALAYSIA

AGNES TAY

Director of Sales & Marketing

(No Signature is Required via Email)

Acceptance by: -

Name: _____

Company Stamp: _____

Date: _____

88, Jalan Kota Laksamana, 75200, Melaka, Malaysia.

T: 606 289 6888 F: 606 289 6999

casadelrio-melaka.com

OWNER CASA DEL RIO (M) SDN BHD (760741-T)