**STUDENT AFFAIR DIVISION** UPM/BHEP/SPeP/BR010

 **UNIVERSITI PUTRA MALAYSIA**

 **TEL : +60389466073/+60389471325**

 **FAKS : +60389432515**

**TEMPORARY ACCOMODATION RESERVATION FORM**

Temporaryaccommodation is **provided or newly arrived international students** during registration week.The period is limited on between **28 AUGUST 2017 UNTIL 8 SEPT 2017**. The details areas follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Place** | **Typeof Accommodation** | **Rental** |
| TemporaryAccommodation | On- campus**(Kolej KOSASS)** | i.Two (2) persons per roomii.Shared bathroom | RM 9.00per day/per person**(Double)****+ RM15.00 per person (service charge only for the 1st day)** |

To make reservation for temporary accommodation, please complete and submit this form.

1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Gender : Male Female

3. Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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4. Mobile Phone No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 5. Email Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Check in date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Check out date : \***8 SEPT 2017** Time : **8.30 am until 4.30pm**

 Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Please submit your reservation to :** |
| Mr. Azlan IbrahimTel : + 6038971325E-mail : zlan\_ibrahim@upm.edu.my | Mr.Mohd Husaini Amir NikTel : + 60389466073E-mail : ma\_husaini@upm.edu.my |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**FOR OFFICE USE**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PAID BY : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AMOUNT : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RECEIVED BY : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RECEIPT NO : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Block : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Room No : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Singnature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*This temporary accommodation will only be valid until 8 September 2017 before 4.30 pm***

***\*Please prepare cash in MALAYSIA RINGGIT (MYR) for payment upon check -in***