

## SONG RESIDENCE BOOKING FORM

### NOTES AND INSTRUCTIONS

1. This Booking Form must be completed and accompanied by a **Booking Deposit equivalent to MYR300.00**. Booking is made on a first come first served basis.
2. The Booking Deposit of **MYR300.00** is **non-refundable** in the event that the applicant fails to take up the accommodation allocated.
3. The non-refundable Booking Deposit of MYR300.00, upon check-in, shall be converted to Utilities & Facilities Deposit : RM200 for electricity & amenities; Resident ID pass card & Room key upon : RM 100.
4. Management of Song Residence reserves the rights **NOT TO:** a) process any incomplete booking forms or where the Booking Fee is not paid / amount is incorrect; b.) accept any booking without giving any reason.
5. **Cheques or bank drafts must be crossed and made payable to SONG VENUE SDN. BHD (Account : UOB BANK 368 300 25818).** Cash bank-in payment must be confirmed with a receipt.

### PERSONAL DETAILS

<b>Name (in BLOCK LETTERS)</b>																			
<b>Programme Enrolled</b> : _____										<b>Name of College</b> : _____									
<b>Intake Date</b> : Day / Month / Year										<b>Expected Check-in Date:</b> Day / Month / Year									
* Failure to state the expected check-in date will render this booking null and void																			
<b>NRIC/Passport No</b> : _____										<b>Date of Birth</b> : Day / Month / Year									
<b>Race</b> : _____										<b>Gender</b> : _____									
<b>Nationality</b> : _____										<b>Religion</b> : _____									

### CORRESPONDENCE DETAILS

<b>Permanent Address</b> : _____	
<b>House Phone</b> : _____	<b>Fax</b> : _____
<b>Mobile Phone</b> : _____	<b>E-mail</b> : _____
* Applicants will be notified by <b>E-mail</b> regarding the status of their booking. Please ensure the e-mail address provided above is <b>VALID</b> and <b>CLEARLY WRITTEN</b> .	
* Please <b>CHECK</b> your <b>E-MAIL REGULARLY</b> for an update on the status of your booking.	

### RESERVATIONS

BOOKING	ROOM TYPES (all with air-con, bed, mattress, pillow, wardrobe, table, shelves, chair, light, etc)	# RENTAL PER MONTH PER RESIDENCE (MYR)	WITH WINDOWS	BOOKING FEE (MYR)	FEE INFORMATION ON CONFIRMATION (MYR)				
					PROCESSING FEE (MYR)	UTILITIES & FACILITIES DEPOSIT (MYR)	RESIDENT ID PASS CARD & KEY DEPOSIT (MYR)	RENTAL PER TERM (5.5 MTHS) (MYR)	TOTAL AMOUNT PAYABLE (MYR)
	Single	510	YES	300	-	200	100	2,805	3,105
	Twin-sharing	410	YES	300	-	200	100	2,255	2,555
	Single	440	NO	300	-	200	100	2,420	2,720
	Twin-sharing	340	NO	300	-	200	100	1,870	2,170

Please tick (✓) under "BOOKING" to book your preferred room type. All requests are subject to availability of rooms.  
 RM 300.00 Deposit is payable upon check-in, and refundable on check-out, subject to the terms and conditions of lease.  
 Rental is inclusive of 100KWH electricity usage per month. Residents will be separately charged monthly for the use of electricity in excess of 100KWH@RM0.35/KWH.  
 A full term's rental of 5.5months and all deposits are payable upon confirmation and latest by check-in date.

**CHECK- LIST**

I hereby enclose the following with this application (please tick (✓) where necessary):

One (1) passport-sized photograph

Copy of I.C. (both sides) / Passport Information Page

Photocopy of the receipt of payment of registration / offer letter by any College / Institute of Higher Learning

Booking Fee RM300.00

\* Cash  Bank Draft No. \_\_\_\_\_  Telegraphic Transfer  Cheque No. \_\_\_\_\_

\* Please do not mail cash together with this application.

**DECLARATION**

I, \_\_\_\_\_ (I/C No.: \_\_\_\_\_) have declared that the information provided above is accurate and true and will provide any related documents for verification as requested. I agree that if any information furnished above is found incorrect, my admission would be cancelled. I accept the terms of application stated herein:

Applicant's Signature : \_\_\_\_\_

Date: : Day / Month / Year

Applicants will be notified by **E-MAIL** regarding the status of their application for residence the soonest possible. For more information, please contact:

**Song Residence Management Office:**

Contact Person : Mdm. Vivian Wong  
Tel : +6016 – 885 2202  
Address : Song Venue Sdn. Bhd.  
Sublot 6, Lot 12157, 2<sup>ND</sup> Floor, Song Plaza,  
Jalan Tun Jugah / Jalan Song Intersection,  
93350 Kuching.  
Tel/Fax : +6082 460450  
Email : songresidence@gmail.com

**Office Hours:**

Monday – Friday (8.30am – 5.00pm)

Saturday (9.00am – 12.00pm)