

## Kingsford Hotel Manila 2024 International Media Conference June 24-26, 2024

### Kingsford Hotel Manila

J.W. Diokno Blvd, Tambo, Parañaque

Metro Manila, Philippines

+63 2 8888 6388

[stay@kingsfordmanila.com](mailto:stay@kingsfordmanila.com)

[Hotel website](#)

| ROOM CATEGORY   | OCCUPANCY               | SPECIAL RATES |
|-----------------|-------------------------|---------------|
| Deluxe Room     | Single/Double Occupancy | Php 5,500.00  |
| Junior Suite    | Single/Double Occupancy | Php 7,500.00  |
| Executive Suite | Single/Double Occupancy | Php 8,500.00  |

### RATE INCLUSIONS:

- Above rates are inclusive of 12% VAT
- Above rates are inclusive of one (1) or two (2) buffet breakfast
- In room internet and Wi-Fi access
- (2) bottles of mineral water
- Use of the Fitness Centre and swimming pool
- Complimentary (1) parking space per room; **slot subject to availability**

### AIRPORT TRANSFERS RATE

| VEHICLE TYPE | RATE                      |
|--------------|---------------------------|
| Sedan        | PHP 1,700.00 NETT per way |
| Van          | PHP 2,200.00 NETT per way |

Rates are subject to change without prior notice.

### TERMS AND CONDITIONS

**Early Arrivals and Late Departures.** If your arrival is early in the day and you prefer immediate access to your room, we recommend reserving a night prior to guarantee access to your room. Similarly, for late departures, reserving an additional night will

---

guarantee access until you leave the hotel room. In the event the actual check-in date is later than that of that the contracted commencement (the booking is considered as NO SHOW on original check-in date), the NO SHOW CHARGE which is equivalent to one room night will be charged accordingly. For fully booked dates, the NO SHOW CHARGE is equivalent to the whole duration of stay.

#### **CHECK-IN / CHECK-OUT TIME**

- Standard check-in time is 3:00PM while check-out time is 12:00NN. Early arrivals can be accommodated and subject to room availability.
- For check-out beyond 12:00NN to 6:00PM, a half-day charge shall be imposed based on the confirmed rate subject to room availability.
- For check-out beyond 6:00PM, the whole daily charge shall be imposed based on the confirmed rate.

#### **CUT OFF AND CANCELLATION/NO SHOW**

- Postponement of the booking to another date or time shall be allowed only if WITHIN THE SAME MONTH of the booking, before or after the original date of reservations and if guestroom is available on the re-scheduled date, otherwise such postponement shall be considered as CANCELLATION and the booking shall be released.
- Bookings can be cancelled and/or modified 48 hours before the arrival date.
- For any amendment and/or cancellation made later than 48 hours prior to arrival date, a cancellation fee equivalent to one (1) night stay shall apply.

#### **DEPOSIT / PAYMENT AGREEMENTS**

- Full payment should be made on or before the option date specified in the Confirmation Voucher issued by Kingsford Hotel Manila Room Reservations.
- A deposit of Php2,000/room/night (cash or credit card) is required upon check-in to cover any incidental charges.
- The Credit card guarantee should include a clear photo of card holder / scanned copy of the front and back of credit card, signed billing authorization form and any valid government issued ID.
- We accept payment made in cash or any major credit cards.



---

### **RESERVATIONS CONTACT DETAILS**

Email [stay@kingsfordmanila.com](mailto:stay@kingsfordmanila.com) and [araymundo@kingsfordmanila.com](mailto:araymundo@kingsfordmanila.com), reference the East-West Center International Media Conference and provide the following information:

- Copy of your conference registration confirmation
- Full name
- Check in and check out dates
- No of rooms
- Room type
- Email Address

A confirmation letter and payment link will then be provided.

