



Applicant's Name : _____
 Company Address : _____
 Event / Function Title : _____
 Date of Event : _____ Time of Event : _____
 No of Participants : _____
 Contact No. : _____ Fax No : _____
 Email Address : _____

EVENT AREA & DETAILS

FAKULTI TEKNOLOGI DAN INFORMATIK RAZAK, UNIVERSITI TEKNOLOGI MALAYSIA,
JALAN SULTAN YAHYA PETRA, 54100, KUALA LUMPUR

| Area / Service | RM | Quantity | Total (RM) |
|---|--------------------------------|---------------|------------|
| Large Seminar Room - capacity: 64pax <i>(inclusive of 1 projector, white board, flip chart, white screen)</i> | 325.00 | | |
| Small Seminar Room (2 units)– capacity: 32pax <i>(inclusive of 1 projector, white board, flip chart, white screen)</i> | 169.00 | | |
| Lecture Room – (5 units) - Capacity : 35/40pax <i>(inclusive of 1 projector, white board, flip chart, white screen)</i> | 260.00 | | |
| Meeting Room - capacity: 12pax, u-shaped table <i>(inclusive of 1 projector, portable white board, flip chart)</i> | 130.00 | | |
| Syndicate Room (8 units) - capacity: 10pax, Syndicate Room (3 units) - capacity: 18/20pax <i>(inclusive of internet, white board, flip chart)</i> | 104.00 182.00 | | |
| Computer Lab - capacity : 30/ 40pax General/BIA Lab - capacity : 50pax <i>(inclusive of internet, white board, flip chart)</i> | 520.00 600.00 | | |
| Dining Hall - capacity: 70pax | 104.00 | | |
| Standard Single Room (ALL GUEST) | 90.00 | | |
| Superior Single Room (ALL GUEST) | 100.00 | | |
| Double Deluxe Room (ALL GUEST) | 150.00 | | |
| UTM Student Only: Daily Rate (1-29 days) | Single | 80.00 | |
| | Double | 150.00 | |

| Equipment Rental | Price | Quantity | Total |
|-------------------------|------------------|----------|-------|
| LCD Projector | RM 100.00 | | |
| Computer/Laptop | RM 30.00 | | |
| Extra Flip Chart | RM 10.00 | | |
| Screen | RM 50.00 | | |

Rates effective 1st September 2018

* Use of outside Projector is **NOT ALLOWED**
Upon Request

Registration Table

Note: Staff of Razak Faculty eligible for 30% discount on all room rates except for rental of equipment. Quotation by request only.

| | |
|-----------------------|---|
| <u>For office use</u> | |
| Received by | : |
| Date | : |