



**LIMKETKAI  
LUXE  
HOTEL**

CAGAYAN DE ORO

Limketkai Avenue,  
Limketkai Center  
Cagayan de Oro City 9000  
Philippines  
Tel No: (088) 880.0000

**REVISED EVENT CONTRACT**

April 26, 2016

Atty. Valerie Anne H. Hollero  
OIC-Corporate Secretary  
Philippine Health Insurance Corporation  
Citystate Building 709 Shaw Blvd.  
Pasig City

Dear Atty. Hollero,

In the City of Golden Friendship, Cagayan de Oro, where hospitality is felt daily by the smiles and gestures of Kagay-anons, the Limketkai Luxe Hotel stands solid gold, ready to deliver the very best in the hospitality service. It features 218 guest rooms fitted with state-of-the-art amenities for the convenience and comfort of its guests.

We are pleased to confirm your reservation for your event scheduled on **April 28, 2016** for **50** guests. Below please find the details.

**I. Venue & Conference**

Details of Reservation		
Dates	April 28, 2016	
Time	Time: 8:00 - 10:00 p.m.	
Venue	Emerald 1	
Minimum Guaranteed No of Persons	50 PAX ONLY	
	<b>Set up:</b> <ul style="list-style-type: none"><li>• Basic Sound System</li><li>• U Shape set-up</li><li>• Am Snacks, Lunch, Pm Snacks &amp; Buffet Dinner</li><li>• Welcome and Directional and Signage</li><li>• Free use of Emerald 2 (venue) for 10 hours only. Excess per hour rate is Php 5,000.00</li></ul>	

**II FOOD & BEVERAGE**

Food & Beverage	
	<b>Guaranteed No. : 50 pax</b>
Package Rate	Php.10,000.00 for Am Snacks @ PhP 200/Pax
Package Rate	Php.32,500.00 for Dinner @ PhP 650/Pax
Package Rate	Php.10,000.00 for Pm Snacks @ PhP 200/Pax
Package Rate	Php.32,500.00 for Dinner Buffet @ PhP 650/Pax
Total Package :	85,000.00 @ 1,700.00/Pax



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	<b>Inclusions:</b>  <b>April 28,2016</b> <b>Am Snacks</b> <b>Buffet Lunch</b> <b>Pm Snacks</b> <b>Buffet Dinner</b>	
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### IV. Room Accommodation

Room	
Deluxe Room (2 Single Beds) April 27-29,2016	PhP 2750.00 X 5 Rooms X 2 Nights = Php 27,500.00
Executive Suite (1 Queen Size w/ Living Area) April 27-29,2016	PhP 4,500.00.00 X 2 Rooms X 2 Nights = Php 18,000.00
Executive Suite (1 Queen Size w/ Living Area) April 28-29,2016	PhP 4,500.00.00 X 8 Rooms X 1 Night = Php 36,000.00
Deluxe Room (2 Single Beds) April 28-29,2016	PhP 2750.00 X 7 Rooms X 1 Nights = Php 19,250.00
<b>Total</b>	<b>PhP 100,750.00</b>

### V. Incidentals

Items	
20 microphones rental @550.00/pc	PhP 550.00 X 20 microphones = Php 11,000.00

### VI. TOTAL CHARGES

Items	
F & B (April 28,2016)	<b>PhP 85,000.00</b>
Room Accommodation	<b>PhP 100,750.00</b>
Incidentals: microphone rental	<b>PhP 11,000.00</b>
<b>GRAND TOTAL</b>	<b>PhP 196,750.00</b>



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### VII. CONDITIONS

#### Rooms

- Please be advised that check-out time is 12:00 noon and check-in time is 2:00 PM. Late check-out and early check in is subject to availability, corresponding charges apply.
- Rooms assigned to you are **Deluxe Room w/ Twin, & Executive Suite**. Extra person is charged P 1,000.00
- All pre-arranged rooms shall be paid by **Philheath Central Office**. Incidental charges such as telephone bills, laundry, restaurant charges, mini bar, etc. not included in the contract/package shall be to the personal account of the guest, to be settled upon check out.
- Guests shall be required guarantee deposit for their incidental charges, in cash or credit card.
- Any damage to any of the Hotel's property, whether accidental or through the negligence of your guests or visitors, must be replaced or paid for in the amount declared by the Hotel. The interior decorations of all rooms are fixed and should not be removed, replaced, or altered.
- The Hotel provides room service to cater to the guests' in-room dining needs. Meals, drinks and food of any kind brought in and/or supplied by outside establishments are not allowed.
- Strong smelling food like Durian, Jackfruit and Marang are not allowed anywhere inside the Hotel premises.
- Please return keycards at the front desk upon check out. Lost and broken keycards shall be charged at P 500.00 each.

#### Food & Beverage

- All pre-arranged meals shall be served in the assigned function room.
- **Philheath Central Office** agrees to pay for the number of covers, drinks, incidentals and other charges as guaranteed/contracted.
- If the number of participants increases **Philheath Central Office** . Shall be charged additional covers based on the actual number of guests on the agreed rate.
- In case of increase of the number of participants, the Hotel reserves the right to transfer the event to a room that accommodates the revised number of guests.
- The above-mentioned event must end within the time stipulated. If the event continues beyond this limit, **Philheath Central Office**. Agrees to pay the price determined by the hotel.
- Guests are strictly prohibited to take out left over foods from the buffet station.
- Food and drinks from outside establishments are not allowed, except the following, however, with prior arrangement. Corkage fees as follows:

Particulate	Quantity	Unit	Corkage Fee
Any Local Beers	1	Case	Php 300.00
Premium Brand	1	Bottle	Php 2,000.00
Red & White Wine	1	Bottle	Php 500.00
Hard Liquor	1	Bottle	Php 700.00



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### IX. CANCELLATION POLICY

Days before cancellation	Amount of refund
30 days	90%
15 days	50%
Less than 15 days	0%

### X. BILLING ARRANGEMENT

**Philheath Central Office** will provide the hotel a Letter of Authority covering the details of the services. This contract shall only be considered confirmed and final upon submission of the required Letter of Authority.

**All charges are payable without a need of demand within 15 days upon receipt of the Statement of Account.**

**Delinquent account shall be subject to a monthly interest of 2% on a cumulative basis from the date due and payable.**

Any additional authorized charges should be covered by a signed Amendment Form and Amended Contract, payable right after the event. All incidental charges for any additional rooms and or covers will be payable after the event proper.

Please refer to the attached BOI Certificate of Entitlement for the non-deduction of withholding taxes. **LHRC is registered under the Board of Investments and is entitled to Income Tax Holiday. Our fee is not subject to 2% Withholding Tax but subject to 12% VAT pursuant to RA No. 9337.**

If deposit is done via bank transfer, please see details below. Payment must be either cash or credit card or acceptable company check. Tender of payment through checks shall only be considered as such when the same has been honored by the drawee bank at least sixty (60) days (or 30 days, or whichever applies) before the function date.

**Bank Account Name :** Limketkai Hotel & Resort Corp.  
**Bank Name :** Security Bank  
**Bank Account No :** 0000 0000 17 023  
**Bank Address :** Velez, Cagayan de Oro City



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**FORCE MAJEURE**

The Hotel shall not be liable for failure to comply with the stipulations of this Contract if prevented or hindered from carrying out its obligations by circumstances beyond its own control, including but not limited to power failure, coup d'etat, sabotage, injunction, strikes, labor dispute, riot, civil disturbance, terrorism, law enforcements, suspension of supply, government or semi government intervention, accident and acts of nature like fire, earthquake and flooding.

We trust that you find the above in order if you have questions, please feel free to call the undersigned at mobile number 0917 312 2786 or our office at (088) 888-0000 and we will be glad to assist you.

We look forward to receiving this confirmation signed April 26, 2016. Only upon receipt of your confirmation your tentative booking will become **DEFINITE**.

We look forward to the privilege of welcoming you and your guests in Limketkai Luxe Hotel!

Prepared by:

  
Reniel A. Dagohoy  
Account Manager

Conforme:

Atty. Valerie Anne H. Hollero  
Corporate Secretary  
Phil Heath