



• 111 Guest Rooms • Conference and Events Center • Verde Garden Venue • Expressions Cafe • Soul Pool Bar • Sicily Club Lounge  
• Whizza Spa • Atletico Fitness Center • Souvenir Shop • Travel Concierge • Business Concierge

Incidental charges shall be charged personal account unless otherwise approved by the authorized signatory, to be settled upon check-out payable in full cash, an accredited corporate credit card and/or company cheque.

The Hotel accepts cash, an accredited corporate credit card and company check as form of settlement.

For payments made through fund transfer, please forward a copy of the transmittal slip and check payment to the hotel for our reference and proper monitoring of deposits made

ACCOUNT NAME : GREENMOUNTAIN PHILIPPINES CORPORATION  
Name of Bank # 2 : Banco de Oro  
Address : Rizal Avenue, Puerto Princesa City, Palawan  
PHP Savings Account # : 5040 - 175 - 699  
Swift Code : BNORPHMM

Below is the person authorized to sign all room and meal charges on behalf of the group. Provided is the **specimen signature**.

NAME	DESIGNATION	SPECIMEN SIGNATURE
MS. NERISSA R. SANTIAGO	Chairperson GENDER AND DEVELOPMENT-FOCAL POINT SYSTEM	

#### RESERVATION CUT OFF

In order for us to confirm this group on a definite basis, please take note of the following conditions:

- By **29 April 2016**, your company shall advise your acceptance of this agreement to the hotel by signing and sending a copy of this contract. This will allow us to put the blocking on definite basis. Please inform us of the total number of rooms anticipated to materialize. We shall be releasing all tentative room blocks and arrangements if acceptance is not received by this time.
- Confirmed rooms reserved are guaranteed. The hotel shall allow a reduction of up to 10% of the total room block by your cut off date. All or any rooms cancelled beyond **30 April 2016**, will be subject to cancellation charges.
- In the interim, should another organization request the same space on a definite basis before this date, the Hotel will give you a 24-hour option for you to confirm the space/room being held.

#### CANCELLATION POLICY

##### For Banquets:

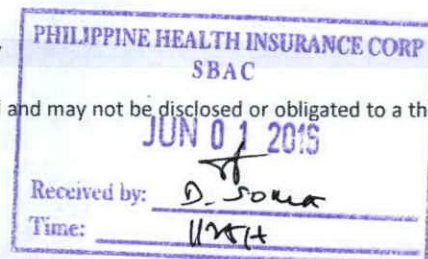
One-hundred percent (100%) charge will be applied based on the expected revenue should you cancel after signing of confirmation letter or contract.

##### For Rooms:

Any room reductions, cancellations or no-show pertaining to the above event not arising from fortuitous events will be charged equivalent to the total number of guaranteed room nights to the company.

#### CONFIDENTIALITY

All information contained within this agreement are private and confidential and may not be disclosed or obligated to a third party for whatever reason or purpose.



Puerto Princesa's Hotel Centro  
San Pedro National Highway,  
Puerto Princesa City 5300, Palawan  
Hotel Telephone Number: (6348) 434.1111  
Manila Reservation Number: (632) 556.5656  
customer@hotelcentro.ph  
www.hotelcentro.ph



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#### DAY 2 -4\_17-19 May 2016

- Room Accommodations
- Buffet Breakfast*
- AM Snack*
- Buffet Lunch*
- PM Snack*
- Use of the Meeting Room (8 hours) rate for excess hour applies
- Use of 1 DLP Projector and white screen
- Free Flowing Coffee, tea and mints
- Pads and pencils
- Water Station
- Audio Visual System
- Podium
- Grill Night Buffet Dinner*

#### DAY 5\_20 May 2016

- Buffet Breakfast*
- Check out
- Airport transfers

#### EARLY ARRIVAL/ EXTENSION

The group rate will be extended for stays within 3 days prior to check-in date and 3 days after the check- out date .

#### CHECK IN / OUT TIME

- Check-in time is set at 2:00pm. Check out time is set at 12:00noon.
- Early check-in between 7:00am to 12:00noon will be charged applicable rate of PHP 600.00 nett per hour.
- Late check out after 12:00noon will be charged applicable rate of PHP 600.00 nett per hour, beyond 5:00pm will be charged whole day rate.
- Request for early check-in or late check-out is solely dependent on room availability.

#### ROOM BLOCKING

Room Category	Date	No. of Rooms
Superior Twin Room	16-20 May 2016	10
Deluxe Twin Room	16-20 May 2016	9
Deluxe Triple Room	16-20 May 2016	1

#### BUSINESS CENTER FACILITIES AND SERVICES

A full service business center is available 24 hours daily that provides full secretarial services along with mailing and fax services, parcel delivery and laptop/fax rentals for guest rooms, function rooms, the coffee shop, lobby and the pool area. Guests can also enjoy a virtual business center with high speed Wi-Fi internet connection and peripheral business machines that enable internet access not only in guest rooms and function rooms but in almost all public areas of the hotel as well.

#### BILLING AND PAYMENT POLICY

Upon confirmation and signing of contract, the hotel will require Letter of Authorization (LOA) and Certificate of Availability of Fund (CAF) stating the total estimated amount of the contract price and full payment shall be settled **15 days** after the receipt of Statement of Account. **MS. NERISSA R. SANTIAGO**, Chairperson of **GENDER AND DEVELOPMENT-FOCAL POINT SYSTEM** will guarantee the Full Payment.

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28 April 2016

**MS. NERISSA R. SANTIAGO**

Chairperson

**GENDER AND DEVELOPMENT-FOCAL POINT SYSTEM**

Philhealth Rm. 1902

Citystate Center Building

Pasig City

M: 0918.937.1425

E: [malitm@philhealth.gov.ph](mailto:malitm@philhealth.gov.ph)

**RE: Room Accommodations with Meeting | 16-20 May 2016 | 41 Persons**

Dear **MS. SANTIAGO**,

Warm greetings from Hotel Centro, the top-notch Hotel in Puerto Princesa!

We are delighted on having been chosen as home and venue for your group on **16-20 May 2016** with the information we received from you, we are pleased to offer the following rates:

**SPECIAL PACKAGE RATE**

SPECIAL PACKAGE RATE	COMPUTATION	TOTAL
16-20 May 2016		
Special Package Rate # 1_Superior Twin (@ PHP 10,800/Person/Day)	PHP 10,800 x 20 Persons	PHP 216,000.00
Special Package Rate # 2_Deluxe Twin (@ PHP 11,100/Person)	PHP 11,100 x 18 Persons	PHP 199,800.00
Special Package Rate # 3_Deluxe Triple (@ PHP 10,600/Person)	PHP 10,600 x 3 Persons	PHP 31,800.00
<b>TOTAL GROUP COSTS</b>		<b>PHP 447,600.00</b>

**SPECIAL PACKAGE RATE : #1 PHP 10,800nett/Person \_Superior Room (Twin Sharing)**

**#2 PHP 11,100nett/Person \_Deluxe Room (Twin Sharing)**

**#3 PHP 10,600nett/Person \_Deluxe Room (Triple Sharing)**

**INCLUSIONS:**

- 5 Days/4 Nights Room Accommodations in a Standard Rooms/Superior Rooms
- Complimentary Round trip airport Transfers
- Daily Buffet Breakfast @ Expressions Café Restaurant
- Free Use of Hotel Amenities (Swimming Pool, Jacuzzi and Gym)
- In-room coffee and tea
- Hot & Cold Shower

**DAY 1 \_16 May 2016**

-Room Accommodations

-Grill Night Buffet Dinner

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#### OTHER CONDITIONS

The Hotel shall not be liable for any loss or damage or injury to the person or property of the client or any of its guests, sustained while in the Hotel premises and/or outside of the hotel for activities coordinated by the hotel except when such loss, damage or injury is due to the wilful act or gross negligence of the Hotel or any of the employees.

The Hotel does not permit the staging of indecent, lewd and/or other shows or presentations that go against normally acceptable moral norms or standards. Furthermore, Hotel Management shall have the right to stop such acts if client conceals such intention from the Hotel.

Bringing in of any food, drink and liquor to the hotel is not encouraged. Our prevailing Corkage Fees shall apply.

The Hotel has a No Smoking Policy, in observance of the No Smoking Policy of Puerto Princesa City, Ordinance 57-93 and Republic Act No. 9211.


Should you have further inquiries, please don't hesitate to contact us. Thank you very much and we look forward to welcoming you at the Hotel Centro, Puerto Princesa, Palawan.

Prepared by:

  
**DISCILLA C. MOSTIERO**  
Sales Manager  
Makati Sales office  
0917.599.1914 | 556.5656  
[salesmanager@hotelcentro.ph](mailto:salesmanager@hotelcentro.ph)

For and On behalf of:

**GENDER AND DEVELOPMENT-FOCAL POINT SYSTEM**

  
**MS. NERISSA R. SANTIAGO**  
Chairperson  
[malitm@philhealth.gov.ph](mailto:malitm@philhealth.gov.ph)

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