

THE WESTIN JOSUN BUSAN

Thank you for providing Josun Hotels & Resorts Busan an opportunity to host your meeting on 10th Oct, 2023. With our award-winning services, renovated facilities and our idyllic location in Busan, Korea, you can be assured of a successful event.

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1. Quotation for Function

Banquet		(UNIT : KRW/ Inclusive)						
10-Oct	Catering Item	Rack Price	Special Price	Qty	A time	Amount	Remark	
	Coffee Break	20,000	-	-	-	-	Optional	
	Standing Buffet	120,000	120,000	50	1	6,000,000		
	- Wine	16,500	16,500	50	1	825,000	Min. Guaranteed	
	- Cocktail	16,500	16,500	-	-	-		
	- Beer	10,000	10,000	82	1	820,000		
	- Soft Drink	7,000	7,000	10	1	70,000		
	- Corkage Fee	210,000	210,000	1	1	210,000	Philippine Rice Wine	
	Main Banner	165,000	-	1	1	-	Optional	
	Beam Projector	220,000	-	1	1	-	Complimentary	
	Hall Rental	7,700,000	-	1	1	-		
	Parking	-	-	-	-	-		
SubTotal						7,925,000		
Catering Total							7,925,000	
Note								
		- The number of Food & Beverage is guaranteed. - Rental charge for equipment and Banquet Room is complimentary based on the the number of food & beverage. (Except for a Main Banner) - Total amount is subject to change depending on the number of attendees.						

- Food: Standing Buffet 50pax Guaranteed
- Beverage: Wine 50 glasses, Beer 82 glasses, Soft Drink 10 glasses Guaranteed
- Minimum Corkage Fee: 210,000KRW (Philippine Rice Wine w/ some juice)
- Main Banner is optional, KRW 165,000, Beam Projector, basic AV System, Rental Fee are complimentary.

GrandTotal	7,925,000
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2. TERMS & CONDITIONS

1. Guaranteed Number of Attendance

Due to hotel preparation concern, change in Guaranteed Number of Attendance is required in writing at least 7 working days prior to the scheduled function date. Otherwise, the preparation will be based on the numbers that are written on the signed contract and charged accordingly.

2. Cancellation Policy

JOSUN HOTELS & RESORTS BUSAN
67 Dongbaek-ro, Haeundae-gu,
Busan (48100) Korea



If the cancellation is made after the contract signed, the cancellation fee will charge to you based on the following conditions;

- Cancellation within 45 days : Total penalty with 10% of estimated bills
- Cancellation within 30 days : Total penalty with 50% of estimated bills
- Cancellation within 15 days : Total penalty with 80% of estimated bills

Postponing event date will be considered as cancellation and cancellation policy will be also applied.

3. Harmless Clause

Each party shall be responsible for its own acts and the results thereof and not for the acts of the other party.

We hope that these arrangements meet with your satisfaction and should you wish to make any amendments, please let us know. Currently, your booking is held on a tentative basis and we would appreciate your approval and confirmation by signing and returning a copy of this letter by 7th Sep, 2023.

4. Confirmation

- If the agreement is not signed and return to us no later than 7th Sep, 2023, the hotel will take liberty to release banquet space as an act of failure on agreement.

5. Billing & Others

- All payment should be settled by 13th Oct, 2023 through bank transfer. (Credit Card or Cash applicable)
- In case of increasing attended which more than guaranteed No. the food rate will be applied the same as the contract.

6. Force Majeure

Neither party shall be liable for any failure to perform or delay in performing its obligations under these terms and conditions if that failure or delay is due to anything beyond it's reasonable control including forces of nature, acts of terrorism, war, works to the Hotel (including repairs and maintenance), and industrial action or inaction or action by a third party (including any government authority). Should any of the aforementioned events occur, either party shall have the right to terminate this contract.

3. OTHER SERVICE

- Materials referred as files, press supplies and poster set-up for the event may be shipped to the hotel by client within two weeks prior to the event. Materials shall be shipped to client meeting manager, care of the hotel's convention service personnel assigned to the event. The hotel agrees to hold these materials in the hotel until they can be moved to the headquarters room. In connection with the foregoing, the hotel shall not be responsible for any damages or injuries caused to the materials unless such damages or injuries were directly attributable to the fault of the hotel, its employees and/or agents. Further, if the said materials shipped to the hotel require special care due to the nature and size thereof or the quantity thereof, the hotel has the right to have a separate warehouse independently managed by a third party to take custody of the same during the agreed period. In



such case, the client shall pay all cost incurred, including warehouse fee, transportation and labor if necessary in association therewith.

- Hotel warrants that its physical facilities, service and staff shall at all time during the event are maintained at the level of quality that was promoted at the time the parties entered into this agreement. Renovations taking place during the time of the event shall be considered deterioration in quality unless previously agreed to by the client.

- In the event that client reasonably determines on an objective basis that hotel at any time prior to the event has breached the warranty set forth herein, the client may give the hotel a detailed written notice thereof and, if the hotel fails to cure such breach within ten days of receipt of such notice, the client may at its option cancel this agreement or individual events. Upon such event, the hotel shall refund immediately all monies paid to the hotel by client and individual event attendees. An election by client not to exercise its rights hereunder shall not constitute a release or waiver of any claims that the client may have against the hotel for breach of warranty or any other provisions of this agreement.

4. AGREEMENT SIGNATURE

I have read and acknowledge the above to be consistent with my understanding of the terms and conditions.

Signed, for and on behalf of
Josun Hotels & Resorts Busan

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Date: 2023.09.13.
Name: **Heejeong Ju**
Sales Manager

Signed, for and on behalf of
Embassy of Philippines

Ms. Maria Theresa B. Dizon-De Vega

Name: **Maria Theresa B. Dizon-De Vega**
Ambassador
Date: 2023.09.13

