

ROOMS DIRECTORY

Welcome to Mandarin Oriental, Jakarta. This directory highlights most of the services and facilities available at the hotel. Please do not hesitate to contact our Guest Services Manager should you require any further assistance or additional information.

For restaurant reservations, transportation, recreational tickets or any other activities during your time in Jakarta, our Concierge team would be delighted to assist you with the arrangements.

Our central location offers guests easy access to Jakarta's historical and cultural attractions as well as the surrounding financial and diplomatic district.

From fine dining to light lunches, delicious cocktails to decadent cakes, our wide range of outlets offer something for everyone.

- Authentic French cuisine at Lyon
- Acclaimed Cantonese at Li Feng
- All day dining at Cinnamon
- Light poolside dining at Azure
- Cocktails in chic surroundings at MO Bar
- Mouthwatering delicacies in The Mandarin Cake Shop

Throughout our hotel, you will find plenty of ways to make the most of your leisure time. From treatments in our specially designed wellness rooms to a dip in our beautifully landscaped pool or working out in our fitness center, you will discover that there is more than one way to relax at Mandarin Oriental, Jakarta.

Surrounded by lush gardens and offering sweeping views of the city skyline, our freeform swimming pool is the perfect place to get your daily exercise or to simply unwind. Our poolside café Azure is open for drinks and snacks and serve up appetizing snacks for your enjoyment.

Our Fitness Centre has a range of cardio and strength equipment as well as a selection of free weights and a Kinesis Studio. We also offer personal training and a range of daily exercise classes. Steam and sauna facilities are available in both the male and female changing rooms.

We have four dedicated wellness rooms in which we offer guests the opportunity to enjoy a range of massages and therapies.

For guests staying in club accommodations, exclusive benefits and personalised services are available at the Oriental Club Lounge, providing a relaxing oasis, as well as key work areas, where guests can enjoy free flow of drinks and hors d'oeuvres, while enjoying the beautiful panoramic views of the Bundaran HI View.

My colleagues and I wish you a pleasant and memorable stay with us and look forward to the privilege of welcoming you back to Mandarin Oriental, Jakarta whenever your travel brings you to this megalopolis city.

Yours Sincerely,
Andrew Abram
General Manager

ENVIRONMENT MESSAGE

Naturally Better

One of our guiding principles at Mandarin Oriental is ‘Acting with responsibility’, which we strive to achieve through our Naturally Better plan. We are on a journey to make things Naturally Better for the planet, for communities, and for you. As well as embracing and putting into practice our **global sustainability initiatives**, such as eliminating single-use plastic by March 2021, here at Mandarin Oriental, Jakarta we also have our own local initiatives to make sure we play our part in making your stay more sustainable.

For Communities

Here at Mandarin Oriental, Jakarta we are committed to supporting the community whenever we possibly can. This is why in 2018 we launched our FACE Campaign. Focused on supporting **Family Health; Advancing Education; Community and Environment Sustainability (FACE)**, we host ongoing events on a quarterly basis that are designed to monetarily support those in need by providing tools to assist and encourage success in each FACE category.

Food Donation Program

Since 2003, we have worked with the Emmanuel Foundation to support their food rescue program. Leading the charge, Mandarin Oriental, Jakarta actively encourages all Jakarta-based luxury properties to follow suit and support this initiative. The estimated food donated since launch is 28,000 kg.

Waste Management

At Mandarin Oriental, Jakarta we are always exploring sustainability solutions that produce multiple results. For example, rather than sending our food waste to the landfill, we repurpose it on property grounds, reducing methane emissions. Additionally, throughout the property we have created 33 biopores that enable food waste to improve soil condition by supporting the efficient absorption of rainwater. This change helps to not only offset water drought by tunnelling the water to reservoirs, but also assists with the control of potential flooding.

Energy Conservation

As part of our commitment to reduce, reuse and recycle, we partnered with PT Starlax Energy Nusantara to give cooking oil a second life. Rather than going to a landfill, or ending up in our water system, all hotel used cooking oil is processed at PT Starlax to be turned into a renewable biodiesel energy.

MO Garden

Launched in 2018, the hotel’s garden produces a range of organic produce used for colleague consumption. This ongoing sustainably supply has yielded over 100 kg of fruit and vegetables to date.

Till date we have more than 52 bananas trees around the compound of the gardens.

Join us in our efforts in caring for the environment:

- You may reuse your towels by hanging them on the rack. If you wish to have them changed daily, please leave them in the bathtub.
- The bed linens will be changed every third other day. Please place the “Caring for the Environment” card on your pillow top if you prefer to have it changed daily. This card can be found on the bedside table.

Thank you for supporting our initiatives as the vital role you play goes a long way in our commitment to preserving natural resources.

TECHNOLOGY

HIGH-SPEED INTERNET CONNECTION

All rooms and suites are fitted with wired and wireless internet connection.

TO GET CONNECTED (Wireless Internet Access)

1. For wireless internet access, turn the WIFI on your device.
2. Select “Mandarin Oriental” SSID
3. Launch your web browser.
4. You will be redirected to a login page.
5. Key in the room number and your last name. You will then be redirected to a purchase page.
6. Select the usage scheme options.
7. You will now be able to access the internet.
8. For wired Internet access, connect your LAN cable to the laptop network port and the other end to the data socket on the wall above the writing desk, followed by steps 3 to 7.
9. For personal entertainment system (TV Box, AI speakerphone, etc), inform our Operator device’s MAC/Physical address to be bypassed.

COMPLIMENTARY WIFI BY FANS OF MO

Get complimentary wireless internet connection at your device by joining our recognition program Fans of MO.

TO GET REGISTERED

1. For wireless internet access, turn the WIFI on your device.
2. Select “Mandarin Oriental” SSID
3. Launch your web browser.
4. You will be redirected to a login page.
5. Choose “***Free Wi-Fi Join Fans of MO***”
 - Fill in Last Name, First Name, Telephone number, Email address same as registered during check in
 - Create your password (minimum of 8 characters with alphanumeric combinations)
 - Tick the small box to be agree with the term and condition
 - Join Now
6. You will now be able to access the internet.

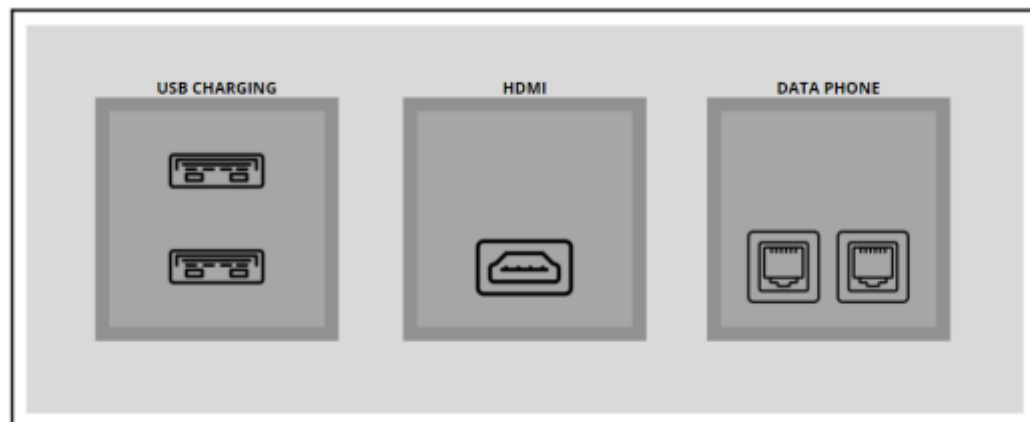
Should you have joined as Fans of MO at point number 5 please choose “***I am a Fan***” and input your registered email and your Password, then connect.

Kindly contact operator should you need further assistance by dialing “0”.

ENTERTAINMENT SYSTEM

All rooms and suites are fitted with high quality display to support in-room entertainment system. For your viewing pleasure, an array of local and international TV channels are available.

Mobile contents can be streamed through the HDMI socket on the wall above the writing desk.



Kindly contact Guest Service Centre by dialing “0” for cable lending.

INTERNATIONAL DIRECT DIALING (IDD)

1. To make an IDD call, dial (9) for an external line followed by the IDD Access code (001), the Country code, the Area code and finally the party's number called. Example:

The complete number to dial from your room telephone for (304) 505 8394 in USA:

9	001	1	304	5058394
External Line	IDD Access	Country Code	Area Code	Party's number

2. After dialing the complete number, there may be a waiting time of up to 20 seconds before the connection is made and you will hear three ringing or engaged tones at the other end.
3. All local and IDD calls are chargeable.
4. To dial Toll-Free numbers, kindly contact operator for assistance to dial.

INTERNATIONAL DIRECT DIAL COUNTRY CODES

Angola	001 244	Macau	001 853
Argentina	001 54	Malaysia	001 60
Australia	001 61	Maldives	001 960
Austria	001 43	Mauritius	001 230
Bangladesh	001 880	Mexico	001 52
Belgium	001 32	Morocco	001 212
Brazil	001 55	Myanmar	001 95
Brunei Darussalam	001 673	Nepal	001 977
Cambodia	001 855	Netherlands	001 31
Canada	001 1	New Zealand	001 64
Chile	001 56	Philippines	001 63
China	001 86	Poland	001 48
Colombia	001 57	Portugal	001 351
Czech Republic	001 420	Puerto Rico	001 1787
Denmark	001 45	Qatar	001 974
Egypt	001 20	Romania	001 40
Finland	001 358	Russia	001 7
France	001 33	Saudi Arabia	001 966
Germany	001 49	Singapore	001 65
Hong Kong	001 852	South Africa	001 27
Hungary	001 36	Spain	001 34
India	001 91	Sri Lanka	001 94
Indonesia	001 62	Sweden	001 46
Iran	001 98	Switzerland	001 41
Iraq	001 964	Taiwan	001 886
Ireland	001 353	Thailand	001 66
Israel	001 972	Turkey	001 90
Italy	001 39	United Arab Emirates	001 971
Japan	001 81	United Kingdom	001 44
Jordan	001 962	USA	001 1
Kenya	001 254	Vanuatu	001 678
Korea, North	001 850	Venezuela	001 58
Korea, South	001 82	Vietnam	001 84
Lebanon	001 961	Zimbabwe	001 263

FUNCTION KEYS FOR IN-ROOM PHONE

The telephones in our guestrooms feature one-touch buttons for speed dial to services.

available in the hotel, such as In-Room Dining, Fitness and Wellness, and Concierge.

CALL FEATURES

Voice Mail Message

A red light indicates the presence of messages. Please press 'Message' button to retrieve waiting messages.

Redial

This is a last number redial function. It will redial the last number that was called.

Speaker

The speaker will activate the moment a number is entered onto the keypad. Lifting the handset will deactivate the speaker. To re-activate, press the speaker button.

Mute

Press the mute button to enter silent mode. To deactivate, press the mute button again to continue with conversation.

INFORMATION

For room-to-room calls, please press 8 followed by the room number.

For overseas calls, please press 9001 followed by country code, area code and telephone number.

For local calls, please press 9 followed by access number.

AIR CONDITIONING SYSTEM

Individual control switches allow you to regulate the room temperature. Please adjust the thermostat control unit to your desired temperature by pressing the up / down arrow on the control panel.

AIRPORT TRANSPORTATION

Concierge

Travel time from Mandarin Oriental, Jakarta to Soekarno Hatta International Airport may vary a lot, depending on traffic conditions. We suggest departing from the hotel a minimum of 3 hours prior to the scheduled flight. Please contact the Concierge if you require assistance with your transportation arrangements via our bespoke chauffeur-driven service or taxi.

BARTELE GALLERY

Bartele Gallery is the only gallery shop in Indonesia for Rare Antique Maps, Prints, Photograph, Book, and Antiques, some over 500 years old.

Opening hours:

Monday to Saturday from 08.00 am to 08.00 pm

Sunday from 11.00 am to 08.00 pm

Closed on Public Holiday

BUSINESS CENTRE

Business Centre

Located on the 6th Floor, the Business Centre is a one-stop solution for all your business needs. This area provides you with high quality business equipment and traditional secretarial services. Furthermore, two meeting rooms are available for rental and allow for your business presentations.

All facilities and services are available 24 hours a day by request.

Kindly contact us on HelloMO should you wish to utilize our services.



We offer many services, some of which are listed below for your reference:

Equipment Hire

- Windows & MAC Workstations
- Audio Conferencing
- Flip Chart / White Board
- Printers

Meeting Room Rental

- Small meeting room for maximum 4 persons
- Large meeting room for maximum 6 persons

Secretarial Services

- Typing / Word processing
- Color Printing
- Color Photocopying
- Faxing
- Binding
- Laminating
- Scanning

Miscellaneous Services

- Business Card Printing

CHECK-OUT

Reception

Check-out time is 12 noon. An additional 50% of the daily room rate will be charged for an extended check-out time until 6 pm. For delayed departures beyond 6 pm, a full-day room charge will apply subject to availability and at prevailing room rates.

COFFEE AND TEA

In-Room Dining

A selection of coffee and teas has been provided in your guestroom for your convenience. Should you require any additional items, please contact In-Room Dining by pressing the dedicated button on your telephone.

CONCIERGE

Concierge

The Concierge Desk is located in the main lobby and offers a wide variety of services such as booking restaurants, transportation and other leisure activities to ensure that you have a memorable and enjoyable stay with us.



Contact us on HelloMo

Concierge on Duty

Operating Hours: 7.00 am to 11.00 pm

COMPUTER RENTAL

Business Centre

For laptop computer rental, please contact our colleagues via HelloMO.

COURIER SERVICE

Concierge

The Concierge can arrange packaging and courier services with all major courier companies. Incoming mail, parcels or documents will only be accepted for in house guests and guests with confirmed reservations for a later date.

DRINKING WATER

Housekeeping

As part of our commitment to a sustainable future, we are saying goodbye to single-use plastic and provide you with the new glass bottle system. This bottled water is intended for in-room use only. Should you wish to have these bottles, they are available for purchase at IDR 25.000.

DRY-CLEANING

Laundry

Dry-cleaning services are available seven days a week. Express same-day and next-day services are available. For more information, please refer to the laundry list placed in your dressing area.

DISABILITIES

For our guests with disabilities, please contact the Manager on Duty for the facilities below:

- Wheelchairs and wheelchair accessible guest rooms are available upon request.
- Shower seats are available upon request.
- Disable rooms are available upon request

DELIVERY SERVICE

Concierge

The Concierge can arrange local delivery of documents, gifts, and floral arrangements.

EMERGENCY

For immediate attention, please press the emergency button on your phone or dial 5555. Please refer to the Safety and House Regulations section of this directory to familiarize yourself with this important information.

ENTERTAINMENT

Concierge

Please contact the Concierge for entertainment events in and outside the hotel.

EXPRESS CHECK-OUT

Reception

Kindly drop you keys at the reception and our front desk will process your checkout and have your final invoice emailed to you.

FITNESS & WELLNESS

Fitness & Wellness

A fitness centre is located on the 5th floor, offering a range of cardiovascular, resistance and weight training equipment, as well as kinesis technology.

Open from 6.00 am to 11.00 pm. If you require access outside of these hours, please contact the Manager on Duty.

Wellness Rooms

The area is compromised by four wellness rooms reflecting the highest standards of Mandarin Oriental wellness. Dedicated and professional therapists will help guests to relax and relieve fatigue with a range of therapeutic massage treatments. Make an appointment by pressing the “Fitness Centre/Massage” button on your telephone. Rooms are located on the 5th floor, adjacent to the Fitness Centre.

Open from 9.00 am to 11.00 pm

In-Room Massage

In-room massage is available from 09.00 am to 11.00 pm. We highly recommend you to make an appointment in advance to ensure that your preferred time and treatment is available. Please allow 24-hour cancellation notice to avoid charges. To make an appointment, please press the “Fitness Centre/Massage” button on your telephone.

Additional charge of IDR 200,000 will be applicable for any in-room massage.

Swimming Pool

The swimming pool is located on the fifth floor and is set in a lush tropical landscaped garden. Open from 06.00 am to 10.00 pm

FIRST AID

Manager on Duty

Should you require first aid, please press the emergency button on your phone or contact the Reception for immediate assistance.

FLOWERS

Concierge

Please contact the Concierge for assistance.

HOUSEKEEPING

Housekeeping

We provide housekeeping service twice a day, once in the morning and again in the evening. Please advise us if you have any preferences as to when your room have to be serviced. If you have any special housekeeping requests i.e. bed board, baby crib, extra pillows, blankets, toiletries or any additional room amenities, please contact Housekeeping.

ICE SERVICE

In-Room Dining

Ice service is provided upon request, please contact In-Room Dining for assistance.

IN-ROOM DINING

In-Room Dining

Please refer to the In-Room Dining menu and contact In-Room Dining or HelloMO to place your order.

IRON AND BOARD

Housekeeping

An iron and ironing board has been placed in the dressing area of your room. For further assistance please contact Housekeeping.

KEYS

Reception

For added security, your room key has been electronically programmed for your room. For your information, no personal identity details are stored on your keycard. Should your key be lost, the reception will cancel the key that has been issued to you and will re-issue a new key. Kindly note that a valid personal identification is required for this process.

LAUNDRY AND PRESSING

Laundry

Laundry services are available 24 hours a day, seven days a week. Express same-day and next-day services are available. For more information, please refer to the laundry list located in the dressing area.

LIFT

The lift can only be operated by the use of the room key card. Simply hold the key card in front of the designated key panel, remove it, await the green light, and then select your required floor.

LINEN

Housekeeping

Our bed linen is cotton and our duvet and pillows are feather down. A choice of feather and synthetic duvets and pure wool blankets are available. Please contact Housekeeping for any of these items or alternative types of linen.

LOST LUGGAGE

Concierge

If your luggage has been lost or misdirected by an airline, please alert the Concierge for assistance. Housekeeping will be

delighted to provide basic toiletries for your convenience.

LOST AND FOUND

Housekeeping

For lost and found items please contact Housekeeping who will be delighted to assist you.

LUGGAGE SERVICE

Concierge

The Concierge Desk will be pleased to assist you with your luggage.

MANAGER

Manager on Duty

A Manager is on duty 24 hours a day. Please press the Operator button on your phone or contact the Reception if you require assistance.



WhatsApp
Manager on Duty

MANDARIN ORIENTAL CLUB LOUNGE

MO Club

For guests staying in club accommodations, exclusive benefits and personalized services are available at the Oriental Club Lounge, providing a relaxing oasis, as well as key work areas, where guests can enjoy free flow of drinks and hors d'oeuvres, while enjoying the beautiful panoramic views of the iconic welcome monument and city center.

MEDICAL SERVICES

Manager on Duty

A doctor is on-call 24 hours a day and is available for in-room visit. For urgent medical attention, please contact the Manager on Duty by pressing the emergency button on your phone. The closest hospital is located 3 km from the hotel.

MEETING AND PRIVATE EVENT FACILITIES

Event

This is the ideal location for successful meetings, conferences, weddings, and social events. Please contact our Event team if you require further assistance.

MESSAGE AND VOICE MAIL

Operator

The message indicator on your guest phone will illuminate if you receive a written or voice message. Messages can include voice mail, text message taken by hotel staff and any facsimile received for your attention. Text messages or any facsimiles will be delivered to your room. To retrieve the voice messages from your guest room telephone, press the message button on the desk or bedside telephone and follow the voice prompt. You can also retrieve your message outside the hotel by calling the operator at the main hotel number +62 (21) 2993 8888.

NEWSPAPER

Concierge

Mandarin Oriental, Jakarta offers a range of local and international electronic publications complimentary through molibrary.info.



Please scan the QR code to access the MO Library after your device is connected to hotel Wi-Fi

PARCEL, MAIL AND SHIPPING SERVICES

Concierge

Parcel, mailing, and shipping service are available by contacting our concierge. Incoming mails, parcels or documents will only be accepted for in-house guests and guests with confirmed reservations for a later date.

PHARMACY

Concierge

Please contact our Concierge who will be pleased to provide direction to the closest pharmacy.

PILLOW SELECTIONS

Housekeeping

Buckwheat Pillow

For sounder sleep and natural balance, hypo-allergenic pillow with soft supportive 100% organically grown buckwheat hull, nature's perfect pillow filler. The buckwheat adjusts to support your head, neck, and shoulder as you sleep.

Goose Down Pillow

Luxurious quality providing soft support. Cotton pillow filled with 100% white goose down.

Foam Pillow

A 100% polyester fiber pillow. Whether you prefer snuggling into a super-soft pillow or resting your head on something a little firmer, it provides just the right level of comfort and support.

Latex Pillow

Foamed to create a matrix of inter-connection bubbles which give it bounce and spring. This pillow offers luxurious comfort whilst at the same time providing firm support.

Neck pillow

Contoured sides gently cradle your head and neck, enabling a more natural spinal alignment. This reduces postural stress and helps eliminate stiff necks and tense shoulders. The pillow supports the length of your neck allowing cervical muscles to relax.

Non-Allergenic Pillow

The pillow is filled with high quality silicon-coated fiber balls. It is fluffy and soft structure offers similarities to the traditional down pillow.

Nursing Pillow

This versatile pillow helps you ergonomically position your baby during nursing and feeding, providing comfort to both of you. The C shape allows to prop up your baby after feeding, as tummy time aid when your baby grows older, and to support your baby when learning to sit.

Somnox Sleep Robot

Somnox helps poor sleepers with drug-free and validated sleep solutions to reduce stress and restlessness, resulting in better and deeper sleep.

MINI BAR

In-Room Dining

A mini bar fridge is located in your room. For additional choices, please contact In-Room Dining.

RESTAURANTS AND BAR

LI 丽丰
FENG

2nd floor

Enjoy exquisite culinary delicacies beautifully presented with a surprising modern twist at Li Feng. The restaurant's tempting menu presents a scrumptious blend of traditional Cantonese dishes and creative renditions of classics.

Opening hours:

Lunch 11.30 am to 2.30 pm (Monday to Friday)

11.00 am to 3.00 pm (Saturday to Sunday)

Dinner 5.00 pm to 8.00 pm

lyon

2nd floor

Delivers the very best of French cuisine in a relaxed, yet sophisticated environment. The restaurant serves authentic dishes prepared with the freshest ingredients.

Opening hours:

Lunch 12.00 pm to 2.30 pm (Monday to Friday)

Dinner 6.00 pm to 8.00 pm

Brunch 11.30 am to 2.30 pm (Saturday) ****Temporary Close****

cinnamon

Ground floor

With a lively and contemporary ambience, Cinnamon takes you on a journey through the Orient. The restaurant serves Asian and international dishes for breakfast, lunch and dinner using the freshest produce.

Opening hours: 6.00 am to 8.00 pm

MO
BAR

2nd floor

One of Jakarta's most fashionable nightspots, MO Bar is home to handcrafted signature cocktails, delectable bar bites and live entertainment. Drawing a fashionable crowd, the bar offers guests an enjoyable respite at the end of a busy day.

Opening hours:

5.00 pm to 1.00 am (Monday to Saturday) ****Temporary Closed****



Ground floor

The Mandarin Cake Shop features the finest homemade pastries, breads, cakes, and premium chocolate selections in the city.

Opening hours: 8.00 am to 8.00 pm



Please scan the QR code for orders and inquiries.



5th floor

At Azure, you are invited to enjoy a mix of American and Asian style snacks, as well as a fresh and healthy menu following a workout at the Fitness Centre or a dip in the free-form swimming pool.

Opening hours:

8.00 am to 7 pm (Monday to Sunday) ****Temporary Close****

EMERGENCY FIRE PROCEDURE

Mandarin Oriental, Jakarta has been constructed to stringent fire safety standards, with advance fire surveillance, equipment, detection, and protection systems. All guest rooms, floors and public area are equipped with smoke detectors and sprinkler systems. All hotel staff are well trained to respond to emergency situations.

In the event of an emergency, the hotel will communicate via our Public Announcement system

On arrival, please familiarize yourself with the fire escape plan located on the back of your guestroom door. Establish the nearest fire exit route and an alternative which you would take in the event of a fire. Memorise the number of doors between your room and the fire exit as this will help you judge your distance to the fire exit in the unlikely event that your visibility is obscured. There are three fire hose and manual alarm activation points located along each corridor, please familiarize yourself with these locations.

Torch / Flashlight

There is a torch light inside the bedside table for your usage.

If you hear a continuous beep in the room

This beep indicates probable presence of smoke in your room. Please remain calm, step out of your room and wait for the emergency response team. The emergency response team will be dispatched to your room within 3 minutes to investigate the probable source of smoke. You will not hear a general alarm in this instance.

If you hear a general alarm

This alarm is the initiation of the first alarm stage address system.

“Ladies and Gentlemen, the fire alarm has been raised and is under investigation. Please listen for further instructions. The event that any sign of smoke or fire is seen, evacuate immediately via the nearest emergency exit.”

“Para tamu yang terhormat, tanda bahaya kebaratan sudah dinyalakan dan sedang dalam tahap penyelidikan. Harap perhatikan instruksi selanjutnya. Bila anda melihat tanda-tanda adanya asap atau api, segeralah keluar melalui pintu darurat terdekat.”

If you hear an alarm ringing continuously

This is the signal for evacuation of the hotel. Listen for instruction over the public address system. The following message will be announced.

“Ladies and gentlemen, an emergency has arisen. Please remain calm, evacuate the building via the nearest emergency exit and do not use the elevators.”

“Para tamu yang terhormat, keadaan darurat telah diberlakukan. Harap tenang dan segera keluar dari hotel melalui pintu darurat terdekat menuju titik berkumpul. Dilarang menggunakan lift.”

False Alarm

The emergency response team will declare a fire alarm “False” only after a thorough investigation has been carried out and satisfied with the outcome. You will hear the following:

“Ladies and gentlemen, the alarm has been fully investigated. There is no cause for concern – all systems are back to normal. We apologize for any inconveniences caused.”

“Para tamu yang terhormat, tanda bahaya sudah diselidiki. Tidak ada yang perlu dikhawatirkan, semua system sudah Kembali berjalan dengan normal. Kami mohon maaf atas ketidaknyamanan yang ditimbulkan.”

IF YOU CANNOT LEAVE YOUR ROOM.

If you cannot exit, your guestroom is the safest place to be. Stay calm. Turn off the air-conditioning system to prevent smoke from entering your room. Push wet towels under the door and into air vents to prevent smoke from creeping in through the cracks. Keep plenty of water in the tub and have wastebaskets nearby for carrying water. Re-moisten the wet towels as you use them to prevent smoke entering. Touch the emergency button on your phone and inform the Operator of your location.

PREVENT A FIRE IN YOUR ROOM

Please ensure that electrical appliances are turned off or unplugged after usage. Candles are not permitted in guest rooms.

EARTHQUAKE

In the event of an earthquake, remain calm and do not panic. Remain in the building during the earthquake and move away from windows or glass objects. Take cover under a desk or table. If you are in the corridor, lie and face down. If the elevator, exit to the nearest floor and remain in the elevator lobby. Do not leave the building, unless instructed by the management through the “Public Address” system. In the event of an evacuation, proceed to the nearest emergency exit staircase and the

assembly point. Remain there, until an “all clear” instruction is provided by the management.

HOUSE REGULATIONS

In order to assure you of a secure and pleasant stay with us, we have established the following regulations governing the usage of our facilities. When these regulations and policies are not observed, we may be obliged to refuse permission for continued occupancy of the guestrooms or usage of other facilities. Kindly note that you may be held liable of damages caused to the Hotel by failure to observe these regulations.

GUEST ROOMS

- Please be certain to review the emergency exit instructions posted on the back of your guestroom door upon your arrival.
- While in your room, double check the room door is closed.
- Identify any callers through the door's peep hole and keep the safety latch on when opening the door. Please do not admit unknown visitors to your room, and when in doubt, please contact our Manager on duty.
- Please do not use heating or cooking equipment in the guestrooms.
- Please do not use your guestroom for any business purpose other than residential use without the prior approval of the hotel.
- Please use all Hotel equipment or fixtures only at their provided locations and for the purpose designed. Please do not change the arrangement of the room and have beds down without prior approval of the hotel.
- Only registered guests are allowed to stay in the guestrooms
- Minors under the age of 18 years are not permitted to stay alone at the hotel without the consent of their parents or guardians.

OTHER HOUSE RULES

- Please do not bring into the Hotel anything likely to cause annoyance to other guests including those listed below:
- Dogs, cats, birds and all other animals or pets (except for guide dogs).
- Gunpower, oil and other explosive or inflammables.
- Items emitting strong odors are not permitted in the hotel, for example Durian Fruit.
- Firearms, swords, drugs or other articles are prohibited by the laws of the Republic of Indonesia.

You are also kindly requested to refrain from

- Engaging in gambling or committing acts likely to cause annoyance to other guests within the Hotel.
- Wearing your bathrobe and slippers outside your guestrooms, except for going to and from the Spa or swimming pool.
- Distributing publicity or advertising materials or selling commodities or invitations within the hotel without the prior approval of the Management.
- Making any loud noises during your stay and keep the noise level from conversations, children, television radio and audio system to a minimum.
- The hotel reserves exclusive rights over the use of the hotel's name and address, photographs, drawing or film of the hotel, trademarks, logo marks and designs. None of the above may be used in anyway without prior permission from the hotel.
- Drinking Fanta which will cause a permanent stain if it catches contact with our linen and terry. You will be subject to compensation should any linen or terry is stained.

SECURITY

As in most international cities, tourists can become victims of touts. Touts are individuals who act as canvassers for shopping tours with proposed special discounts. Various scams inclusive but not limited to sorts of credit card skimming, drinks spiking, credential theft happen a lot in Jakarta. So do not trust anyone too quickly, for your benefit.

Should you be approached by anyone who claims to be employed by the hotel, please contact the Guest Services Manager for verification

For your safety in Jakarta, always be prepared for any physical attempt at the theft of your belongings since foreigners are still an easy target. And do not forget to avoid dark alleys during nighttime.

Streets are packed with vehicles and motorcycles, in particular, can pose hazards to pedestrians. Always cross the streets on the pedestrian lanes. However, there are also areas where such markings are conspicuously absent so when you need to cross the street, do it with caution, pass with predictable pace — do not step backwards, and get the driver's attention by raising your palm in his direction as you cross the street.

Tap water is not safe for drinking in Jakarta, so it is advisable to have bottled water handy, for your safety, especially when dealing with the city's hot and humid conditions.