

## PAYMENT GUIDELINES

Dear Valued Members,

Please find below Payment Guidelines for your reference. We would like to remind you to maintain your payment account to current at all times to avoid any disruption in your membership usage.

In line with GST, with effect from 1st April 2015, all membership related fees such as membership fee (including monthly instalment), Annual Maintenance Fees, external membership enrolment fees, Member Rates reservation and other Reservation Related Fees (e.g. Guest Certificate Fee, Reservation Administration Fee etc.) as well as other miscellaneous fees shall be subjected to 6% GST.

### BY CASH / CHEQUE / INTERBANK

• **Direct Bank In / Bank Transfer –**

<b>RHB BANK</b>	Acc Name : Sara Worldwide Vacations Berhad Acc No : 2-11212-5007221-4
<b>PUBLIC Bank</b>	Acc Name : Sara Worldwide Vacations Berhad Acc No : 3145414817

- Pay at Member Service Centre in Kuching as below address. Please insist for Official Receipt upon payment

### BY FPX IN MEMBER'S PORTAL

- Logon to Club Asia International website at [www.clubasia.com.my](http://www.clubasia.com.my)
- Select "Members Login" and login to Member's Portal.
- Members may refer to "Help" in Member's Portal for guideline.
- **Online Receipt will be generated upon successful payments / transactions.**
- This facility is accessible by existing internet banking users of the following participating bankers:

**Important:**

Indicate your name, membership number and payment description / invoice number on the cash/cheque deposit slip or online transaction slip and email/fax/mail the copy of the slip to our member service centre. Proof of payment can also be sent through WhatsApp application to 017-8658007. Your effort is important to enable us to update your account promptly and accurately.



### BY CREDIT CARD

• **Standing /Payment Instruction**

Fill in the Credit Card Standing/Payment Instruction Form, email / fax / mail to our member Service Centre in Kuching upon completion.  
(Form can be obtained from our member service centre or download from Club Asia International website)

- Pay at Member Service Centre in Kuching as below address. Please insist for Official Receipt upon payment.

**WhatsApp and SMS : 017-8658007**

Send your proof of payment (e.g. bank-in/deposit slip, payment transaction slip etc.) through WhatsApp application or notify us of your payment via SMS, to 017-8658007. Please indicate the following details:

- Member Name
- Membership Number
- Amount Paid
- Transaction Date
- Bank and Branch / Location Code

**IMPORTANT**

Proof of payment (e.g. payment transaction slip) sent via WhatsApp application is accepted for verification of payment. However, **payment notification via SMS is not a proof of payment**. Therefore, we still need a copy of your payment transaction slip for verification of payment before we are able to update your payment record.

*As part of our Go Green initiatives, with effect from 1<sup>st</sup> January 2018, membership statements such as Statement of Accounts and Entitlement Statement, Latest Hotel List and Notices are no longer sent out by post to members. Members may log in to Member Portal to view and download these documents. Alternatively, members may request a copy from our Member Service Centre in Kuching.*

Should you require any assistance on your membership, please contact us:

**MEMBER SERVICE CENTRE**

**SARA WORLDWIDE VACATIONS BERHAD**

Unit W22-02, Level 22, Gateway Kuching

No. 9, Jalan Bukit Mata

93100 Kuching, Sarawak.

Tel : (60) 82-238007

Fax : (60) 82-248007

Email : [kch\\_memberservice@saraworldwide.com.my](mailto:kch_memberservice@saraworldwide.com.my)

Website : [www.clubasia.com.my](http://www.clubasia.com.my)

The Management

Sara Worldwide Vacations Berhad

19<sup>th</sup> March 2018