

Laundry & Dry Cleaning List

Guest Name: Signature:

Room No.: Date:

PLEASE INDICATE	TIME TO CALL	PRICE	DELIVERY
<input type="checkbox"/> Regular Service	<input type="checkbox"/> Before 10.30 am	<input type="checkbox"/> As Listed	<input type="checkbox"/> By 7.00 pm Same Day
<input type="checkbox"/> Express Service	<input type="checkbox"/> Before 4.00 pm	<input type="checkbox"/> As Listed + 100% Surcharge	<input type="checkbox"/> Within 4 Hours

SHIRTS: ☐ Folded ☐ Hanger ☐ Starched ☐ Non-starched

A separate form and bag should be used for laundry, dry cleaning or pressing request.

Please tick: ☐ Laundry ☐ Dry Cleaning ☐ Pressing

GUEST COUNT	HOTEL COUNT	ITEM	PRESSING	DRY CLEANING	LAUNDRY	AMOUNT
		Suits (2 pieces)	<input type="checkbox"/> \$22	<input type="checkbox"/> \$34	-	
		Dress / Day	<input type="checkbox"/> \$17	<input type="checkbox"/> \$24	<input type="checkbox"/> \$20	
		Dress / Evening	<input type="checkbox"/> \$22	<input type="checkbox"/> \$45	<input type="checkbox"/> \$24	
		Overcoat / Overall	<input type="checkbox"/> \$15	<input type="checkbox"/> \$20	<input type="checkbox"/> \$16	
		Trousers / Slacks / Skirt	<input type="checkbox"/> \$11	<input type="checkbox"/> \$20	<input type="checkbox"/> \$17	
		Scarf / Tie	<input type="checkbox"/> \$6	<input type="checkbox"/> \$10	<input type="checkbox"/> \$8	
		Coat / Jacket	<input type="checkbox"/> \$12	<input type="checkbox"/> \$18	<input type="checkbox"/> \$16	
		Blouse / Shirt / Sport Shirt / Vest	<input type="checkbox"/> \$11	<input type="checkbox"/> \$17	<input type="checkbox"/> \$16	
		Sweater / Gilet / Waistcoat	<input type="checkbox"/> \$9	<input type="checkbox"/> \$13	<input type="checkbox"/> \$12	
		Pyjamas	-	-	<input type="checkbox"/> \$13	
		T-shirt	<input type="checkbox"/> \$8	<input type="checkbox"/> \$13	<input type="checkbox"/> \$13	
		Bermuda / Apron	<input type="checkbox"/> \$8	<input type="checkbox"/> \$12	<input type="checkbox"/> \$10	
		Panties / Underpants	-	-	<input type="checkbox"/> \$5	
		Singlet / Underslip / Brassiere	-	-	<input type="checkbox"/> \$6	
		Shorts / Hat / Gloves (1 pair)	-	-	<input type="checkbox"/> \$8	
		Socks (1 pair) / Stockings	-	-	<input type="checkbox"/> \$5	
		Handkerchief	-	-	<input type="checkbox"/> \$4	
SPECIAL INSTRUCTIONS			Subtotal			
			Express Service 100% Surcharge			
			Discount			
			Total			
			Prices are subject to surcharge (if applicable), service charge and GST			

\$30.00 surcharge applicable after 7.00 pm.
Please call ext. 6 for laundry to ensure prompt collection and delivery.

Terms & Conditions

1. Your list is subjected to Carlton Hotel Singapore's inspection and count. We will notify you of any discrepancy before proceeding. Unless this list accompanies your laundry, our count will be deemed to be correct and binded to you.
2. Carlton Hotel Singapore reserves the rights to not accept any request for laundry service in the event which you will be notified accordingly.
3. Carlton Hotel Singapore shall not be liable for shrinks, stains, fade, discolouration or any damage resulting from the laundry process or loss of buttons, beads, sequins or any other items attached to your laundry.
4. Removal of any stains and laundering of any defective laundry is carried out at your own risk.
5. Carlton Hotel Singapore's liability for any loss of damage in respect of the laundry shall be limited to the cost or value (whichever is lower) of the laundry and not exceed ten (10) times the cleaning charges of the laundry.
6. All claims with respect to loss or damage shall be notified to Carlton Hotel Singapore in writing within 24 hours after the delivery of the laundry, failing which we shall be discharged of any liability whatsoever.