



Ahmad Qayyum Othman <qayyum.galaxy@gmail.com>

OUTSTATION TO SENAI, JOHOR FOR SKS SITE VISIT - IR NIZAM NAZAR & QAYYUM

Haifa Nadia Adzlim <haifanadia@galaxyaerospace.my>

Wed, Sep 8, 2021 at 10:17 AM

To: Nizam Nazar <nizamnazar@galaxyaerospace.my>, qayyum@galaxyaerospace.my

Cc: ADMIN GAM <admin@galaxyaerospace.my>, ismail sulaiman <ismail@galaxyaerospace.my>

Assalamualaikum,

Dear Mr Nizam and Mr Qayyum,

Kindly find attachment below for Hotel Booking confirmation.

Hotel : Impiana Hotel, Senai

Hotel Requirement : MITI letter & Company letter (please refer to Dian)

Date : 10/9/2021 - 12/9/2021

However, I would like to apologize since there will be no advance given to you for this outstation.

After returning to Subang, **please provide a claim** together with the receipt as an attachment.

Subsistence Allowance : RM80/day (full day)

Others : Provide attachments (receipts)

If there are any problems, please let me know.

Thank you.

Best regards,

Haifa Nadia Adzlim

Administrative Assistant

for and on behalf of

GALAXY AEROSPACE (M) SDN BHD



Galaxy Aerospace (M) Sdn. Bhd., Suite 11-14, Helicopter Centre, Malaysia International Aerospace Centre, Sultan Abdul Aziz Shah Airport, 47200 Subang, Selangor, Malaysia.

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2 attachments

Confirmation_for_Booking_ID_#_581928661.pdf
22K

Confirmation_for_Booking_ID_#_581930209.pdf
22K