

TeachME 2009 Conference

11th - 12th November 2009

Booking Form

1. Guest Details (Please complete this form)

Mr. <input type="radio"/>	Mrs. <input type="radio"/>	Ms. <input type="radio"/>
Name: _____		Family Name: _____
Company: _____		Position: _____
Address: _____		Nationality: _____
Tel. No: _____		Fax No: _____
Email Address: _____		

2. Reservation Details (Please reserve the following)

Check in date: _____	Check out date: _____
Arrival flight: _____	Departure flight: _____
Arrival time: _____	Departure time: _____
Room Type: Run of the House	Room rate: AED 675.00 single / AED 775.00 double

Rates is inclusive 10% Service Charge and 10% Service Fees per room per night and Buffet Breakfast.

3. Visa Details

Require Visa : Yes No

If yes, following are the requirements and it will be chargeable of AED 500.00 net per application.

- * Clear passport copy
- * Passport size photograph
- * Visa application form to be fill up. (see attached form)
- * Credit card copy if the company will not guarantee the application.

Airport pick up request: Yes No

Please note that it will be additional charge of AED 200.00 net per car per ways

4. Guarantee Details

I GUARANTEE MY ROOM RESERVATION WITH THE BELOW CREDIT CARD:

Credit Card Number: _____	Expiry Date: _____
Name of Card Holder: _____	Name of Card: _____

No Show policy: In event of No Show: All night will be charge to above credit card.

Cancellation policy as follows:

50% of the total estimated amount if cancellation on or after signing the official contract.

Booking Deadline: Reservation request must be received not later than 20th October 2009

Date: _____ **Card Holder Signature:** _____