

TRC Conference
27th October to 2nd November 2007

ROOM RESERVATION FORM AT JUMEIRAH EMIRATES TOWERS

PLEASE RETURN THIS FORM LATEST ON OR BEFORE **23rd October 2007**

Guest Information	Mr <input type="checkbox"/>	Ms <input type="checkbox"/>	Mr & Mrs <input type="checkbox"/>
	First Name		
	Last Name		

Booker's name	
Direct Tel. number	
Direct Fax Number	
E-mail address	

Room Types	Deluxe <input type="checkbox"/>	Single <input type="checkbox"/>	Double <input type="checkbox"/>		
Room Rate (currency AED)	Rate	<input type="checkbox"/>	1,600.00	<input type="checkbox"/>	1,700.00

*Above rates are per night per room and are subject to 10% municipality fees and 10 % service charge

Reservation Information	Arrival		Departure	
Date		Date		
Flight No.		Flight No.		
Arrival time		Departure Time		
Transfer required <input type="checkbox"/>	Dhs. 260	Transfer required <input type="checkbox"/>	Dhs. 160	

Guaranteed Your reservation must be guaranteed by credit card. Please select:

Payment Master Visa Amex Diners

One night non-refundable deposit fee will be charged to your credit card.

Card Number

Card Holder Name

Expiry Date

Signature

Visa Normal Visa (AED 170.-)

Urgent Visa (AED 270.-)

Pls see next page for details

Reservations Department only	Confirmation Number	
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Visa Details

Travelers holding passports with a right of residence in the following countries will be issued entry permit/visas upon arrival in the U.A.E.: Andorra, Australia, Austria, Belgium, Brunei, Canada, Denmark, Finland, France, GCC Countries, Germany, Great Britain, Greece, Hong Kong, Iceland, Ireland, Italy, Japan, Liechtenstein, Luxembourg, Malaysia, Monaco, The Netherlands, New Zealand, Norway, Portugal, San Marino, Singapore, South Korea, Spain, Sweden, Switzerland, USA, Vatican City.

Note: It is the responsibility of the individual guest/company to check that these details are still accurate at the time of travel.

Transit visas can be organized within 7-10 working days, provided that clear passport copies, the visa application form, duly completed and signed and credit card details with the expiry date and copy of the front and back of the card have been received.

Transit visas are valid for 30 days from the date of issue and are valid to stay for 14 days from the date of entry in Dubai. Please note that a fee charged for unsuccessful visa applications (i.e. those that are rejected or declined by the Dubai Immigration Department). The visa fee is non-refundable and subject to revision by the Government.

In the event of a no-show or a cancellation, full visa costs will be charged automatically to the guest's credit card or to the Group's Master account and all processed visas will be immediately cancelled with the Immigration authorities. Please note that no visa request will be accepted if the credit cards details or a company guarantee fax have not been received.

Check-in Time 15:00 hours

Check-out Time 12:00 hours

Cancellation Policy In the event of a "no show" on the date of arrival or any cancellation received 30 to 15 days prior to arrival, 50% cancellation fee for all room nights booked will apply and charged to the guests directly.

In the event of a "no show" on the date of arrival or any cancellation received 14 days prior to arrival, 100% cancellation fee for all room nights booked will apply and charged to the guests directly.

Early Departure 100% of the booked period will be charged should a guest depart ahead of the booked date of departure. In case of advance payment, amount will be non-refundable.

Please send back the form to:

Jumeirah Emirates Towers Reservations Department

Fax Number : 971 4 330 3131

E-mail : jetgroup@jumeirah.com

(Telephone Number: 971 4 330 0000)

