

Delegate's Details:

Name:

Company Name:

Tel:

Fax:

E-mail:

City:

Country:

For all communications:

- E-mail me, I am holding a smart phone
- Call me on my mobile:
- Call my assistant on:
- Email me and CC:

Swissotel The Bosphorus Room Rates (the venue):

Room Type	Single	Double
ROH	<input type="checkbox"/> Euro 175	<input type="checkbox"/> Euro 195
Deluxe	<input type="checkbox"/> Euro 245	<input type="checkbox"/> Euro 265
Corner Room Bosphorus	<input type="checkbox"/> Euro 280	<input type="checkbox"/> Euro 300
Deluxe Suite Bosphorus	<input type="checkbox"/> Euro 790	<input type="checkbox"/> Euro 810

Kindly note:

- Breakfast is included in above rates (per room per night) and subject to 8% VAT.
- ROH room categories include Bosphorus and Park View rooms and will be reserved upon availability.
- Check-Out after 12h00 noon and before 18h00 will be charged at 50% of the concerned room rate, and is not guaranteed before confirming it by the organizers.
- If you require different room type or different hotel, please inform us and we will try to provide you upon availability.

Booking Details:

Check-in date:

Check-in time: 15:00

Check-Out date:

Check-Out time: 12:00 Noon

Total Number of Nights:

Special requests:

I authorize **TAF Tanitim Organizasyon San. Ltd. Sti** to debit my credit card against my booking and as shown in my booking form and in case of cancellation, according to the cancellation Policies stated on the right and in case of no-show at the hotel on the arrival day. (Please provide us with a copy of your Credit card and your passport)

Credit card type:

Visa

MasterCard

Card number:

Date of expiry:

CCV:

Card holder name:

Signature:

Flight Details:

Passport No.:

Arrival Date:

Arrival Time:

Flight Number:

Transport & VIP Welcoming Requests:

One way airport pick-up (airport-hotel)	<input type="checkbox"/> Euro 80
Round trip (airport-hotel/hotel-airport)	<input type="checkbox"/> Euro 150
VIP Welcoming* & one way airport pick-up	<input type="checkbox"/> Euro 175
VIP Welcoming* & round trip	<input type="checkbox"/> Euro 245

The above rates include %18 VAT

*VIP Class Welcoming:

- The guests are welcomed by the hostess waiting with name holders, along with the porter.
- They wait at the flight gate with special terminal cars.
- In case the aircraft is in the open park position, they meet at the terminal entrance.
- Hostess & Porter accompany our guests, until they enter their cars safely.
- Passport procedures are completed at the exclusive "primeclass" passport counter.
- When needed, visa procedures are completed with the assistance of the hostess.
- Hostess will guide our guests to the luggage area, and luggages are carried by the porter.
- When requested, our guests are assisted by the hostesses during their shopping at Duty Free.

Cancellation & No-Show Policies:

- In case of cancellation 20 days prior to the arrival date, one night full accommodation fees will be charged to the mentioned Credit Card.
- Any cancellation 7 days to arrival date or no show, full accommodation stay will be charged to the above Credit Card.
- In case of early departure, full stay will be charged to the above Credit Card as per origin booking.
- Room bookings are on first come first served basis and will be subject to availability.
- If you require different room type or different hotel, please inform us and will try to provide you upon availability.
- For multiple delegates, please fill separate copies of this form, according to the number of people attending.

You can, at any time, contact:

Lebanon : Shadi Matar

T: +961-1-780200 F: +961-1-780206

Email: shadi.matar@iktissad.com

Turkey: Ms. Nazli Pelen

T: +90-212-2813169 M: +90-533-9596169

Email : nazli.pelen@taclub.com

TURKISH ARAB Economic Forum

23 March 2017
Istanbul

12th



INFORMATION

Company Name: _____ اسم الشركة:
 Website: _____ الموقع الإلكتروني: Fax: _____ الهاتف:
 Address _____ العنوان: Country: _____ City: _____ المدينة:
 Fiscal Registration Number: _____ الرقم المالي:

REGISTRATION INFORMATION

Name: _____ الاسم:
 Position: _____ الوظيفة:
 Email: _____ البريد الإلكتروني:
 Mobile: _____ الجوال:
 Name: _____ الاسم:
 Position: _____ الوظيفة:
 Email: _____ البريد الإلكتروني:
 Mobile: _____ الجوال:
 Name: _____ الاسم:
 Position: _____ الوظيفة:
 Email: _____ البريد الإلكتروني:
 Mobile: _____ الجوال:

تحتفظ الاقتصاد والأعمال بالحق في تغيير تاريخ ومكان انعقاد المنتدى في حال استدعت الضرورة، وكذلك في تعديل البرنامج والمتحدثين
 Al-Iktissad Wal-Aamal retains the right to change the venue, dates, program, speakers and participants of the Event.
 بإمكانكم انتداب من يمثلكم في حال عدم التمكن من المشاركة
 A delegate unable to attend may be represented by another executive from the same company.
 لا تشمل رسوم التسجيل على مصاريف السفر والإقامة.
 Fees do not include travel and accommodation expenses.
 لا يعتبر التسجيل مؤكداً إلا عند تسديد رسوم الاشتراك
 Registration is not finalized until payment is settled.
***خصم على التسجيل المبكر لغاية 2017/3/3**
***Early bird rate is applicable till 3/3/ 2017**

TERMS & CONDITIONS

PRICING

RATES*	Early Bird Rate*	Standard Rate
1 Delegate	<input type="checkbox"/> USD 800	<input type="checkbox"/> USD 1000
2 Delegates	<input type="checkbox"/> USD 1520	<input type="checkbox"/> USD 1900
3 Delegates	<input type="checkbox"/> USD 2160	<input type="checkbox"/> USD 2700

تطبق شروط الخصم فور تقديم استمارة المشاركة على الراغبين من جانبنا. سيتم تقديم طلب خطي بذلك قبل تاريخ 3 مارس 2017. إذا لم يتم ذلك، سيتم خصم 20% بدل رسوم الإدارة.
 الإلغاء بعد هذا التاريخ ليس سبباً لاسترجاع رسوم المشاركة وسيتم قبول ترشيح بديل للمشاركة.
 All cancellations terms will apply once a completed booking form has been received.
 All cancellations must be received in writing by 3 March for a full refund less 20% administration fee.
 Cancellations made less than 20 days before the conference start date will not be refunded but a nomination for a replacement delegate will be accepted.

CANCELLATION POLICY

PAYMENT METHODS

1- Credit Card ماستركارد / فيزا / أمريكان إكسبريس / Discover / Visa
 Card number: _____
 Verification code: _____ Date of expiry: _____
 Card holder name: _____
 Signature: _____

2- Bank Transfer (In USD to the order of Al-Iktissad Wal-Aamal Co. S.A.L.)
 Settlement of registration and bank charges
 fees (bank charges are borne on sender) will be processed immediately within 10 days at the latest of the signature of this form.
 Audi Bank, Gefinor, Beirut, Lebanon
 حوالة مصرفية بالدولار الأميركي لأمر "الاقتصاد والأعمال ش.م.ل." تسدد رسوم الاشتراك خلال 10 أيام من توقيع هذه القسيمة، على أن تترتب على الشركة المشاركة رسوم التحويل المتعلقة بنك عودة (فرع الجفینور) - بيروت، لبنان
 Account number: 18622-702-002-034-95 رقم الحساب
 IBAN: LB10 0056 0000 1862 2702 0020 3495 Swift: AUDB LB BX
 Name & Signature _____ التاريخ: _____
 Date _____ الاسم والإمضاء:

في حال احتجتكم إلى حجز فندقي لإقامتكم خلال المنتدى، سوف يتم تزويدكم بقسيمة خاصة بذلك من قبل قسم العمليات فور ورود اشتراككم إلى الملاحظة. تخولكم هذه الخدمة من الاستفادة من أسعار الإقامة الخاصة التي توفرها الاقتصاد والأعمال للمشاركين في المنتدى.
 For hotel booking, complete the form sent to you upon finalizing your registration and fax it or email it back to our **Operations Desk**: +961 1 780206 - shadi.matar@iktissad.com
 Once received, you will receive a booking confirmation. Participants can benefit from special rates offered by associated hotels if booking is done through our Operations Desk.

ACCOMMODATION

Khalil.sabra@iktissad.com

Al-Iktissad Wal-Aamal Group
 Lebanon: +961 1 780200, + 961 1 780206