

Accommodation Form

October 30, November 2 - 2019 Ankara, TURKEY

PERSONAL DETAILS

<i>Last Name:</i>	<i>First Name:</i>
<i>Check in Date :</i>	<i>Check out Date :</i>
<i>Double Room:</i> <input type="checkbox"/>	<i>Single Room:</i> <input type="checkbox"/>
<i>Total Amount (%8 VAT included):</i>	
<i>Institution/Organization:</i>	
<i>Address:</i>	
<i>City:</i>	<i>Country:</i>
<i>Phone No:</i>	<i>Fax:</i>
<i>E-mail:</i>	

ACCOMPANYING PERSON

<i>Last Name:</i>	<i>First Name:</i>
<i>Check in Date :</i>	<i>Check out Date :</i>

ACCOMMODATION (Please check single or double room)

Hotels	Distance	Double Room	Single Room
Sheraton Convention Center	Congress Venue	<input type="checkbox"/> 140,00 Euro	<input type="checkbox"/> 100,00 Euro

* The room rates above include bed and breakfast, tax and service charge for per night.

* Guest rooms at discounted rates have been reserved for conference participants in the Hotel.

* Check-in time is 2:00PM and the check-out time is 12:00 noon.

*Due Date of Reservation

Please submit this form by e-mail to us until 31 July 2019. We may not guarantee your reservation after the due date. Reservation must be accompanied by credit card information or copy of bank transfer to be guaranteed.

* You can contact us for different hotel alternatives as well.

TRANSPORTATION

Esenboga Airport – Sheraton Hotel	
Sheraton Hotel – Esenboga Airport	85,00 Euro

**Please provide your flight ticket for reservation of transfers until 1 October 2019 if you need transportation.*

Contact Information:

E-mail info@arf2019.org

Gsm +90 533 276 94 07

Telefon +90 312 436 30 50 **Fax** +90 312 436 83 29

DETAILS FOR THE INVOICE:

Company:		
Tax Number:		
Address:		
City:	Zip Code:	Country:

PAYMENT (Select an option):

Bank Transfer in EURO or USD (a copy of the bank transfer should be attached)

Account Name: ARF 2019 **Bank Name:** YAPI KREDI BANKASI AS **SWIFT Code:** YAPITRISXXX

IBAN Number EURO: TR10 0006 7010 0000 0056 1368 25

IBAN Number USD: TR42 0006 7010 0000 0056 0269 30

Credit Card (please contact us for credit card authorization form)

Cancellation Policy:

Cancellations will be notified to INC Tourism Organization in written.

- 50% cancellation fee if notice before 1st of September, 2019.
- 100% cancellation fee if notice after 1st of September, 2019.
- Refunds by cancellation will be made at the end of the meeting.

Confirmations and Invoices:

- All Reservations will be confirmed once the accommodation form and payment receipt are received.
- In case of no availability at the hotel requested, INC Tourism Organization will inform you on the best option available at the moment.

FROMS SENT WITHOUT PAYMENT WILL NOT BE CONSIDERED.