



RAILWAY TICKET RESERVATION FORM

Please fill in the block letter and mail to the conference manager

Name.....

Institution.....

Department / Designation

Mailing Address

.....

.....

City..... Zip Code..... Country.....

Tel..... Mobile..... Email.....

S. No.	First Name	Last Name	Sex	Age	Any ID Proof

Do you need any railway Station transfers?* Arrival Departure Both Ways

Arrival From..... Train No..... Date..... Time.....

Departure From..... Train No..... Date..... Time.....

Mode of Payment: DD/At Par Cheque in Favour of Fly Global Tours & Events (P) Ltd. Payable at Chennai. India (Outstation Cheques not accepted)

Amount DD/Cheque Number.....

In Words.....

Bank Date.....



Please send 1 day advance payment in favor of Fly Global Tours & Events Pvt Ltd
Official Conference Managers
Fly Global Tours & Events Pvt Ltd
GM1, Akshaya Plaza, 55/56 Adithanar Salai, (Harris Road), Chennai - 600002 Tamilnadu, INDIA
Tel.: +91-44-4551 4401/02 Fax: +91-44-4551 4403
Email: bookings@flyglobaltours.com, saleem@flyglobaltours.com Website: www.flyglobaltours.com



PAYMENT DETAILS:

Electronic Funds Transfer (EFT)
Account Name: Fly Global Tours & Events Pvt Ltd
Address: GM1, Akshaya Plaza, 55/56 Adithanar Salai, (Harris Road), Chennai – 600002 Tamilnadu, INDIA
Bank Name: HDFC Bank Limited
Bank Address: ITC Centre 759 Anna Salai Chennai – 600 002, Tamilnadu, INDIA
HDFC Account Number: 00042560002456
HDFC Branch Code: 0004
IFSC Code: HDFC0000004
SWIFT CODE: HDFCINBBCHE

NOTE: In place of IBAN we have in Indian 'Account Number and Bank Branch Code'.
Please contact your local bank for assistance on how to quote the account number in IBAN format

Credit Card Authorization of payment, payments are to be authorized by completing and sending this credit card authorization of payment to Fly Global Tours & Events Pvt. Ltd

Credit card payments will be processed and is subject to 2.5% surcharge and will show as a transaction with M/s Fly Global Tours & Events Pvt. Ltd

Cardholder Name.....**Card Expiry Date** /.....

Cardholder Number.....

Card Type () Bankcard () MasterCard () VISA, Please debit my credit card or credit card

\$

Signature

CANCELLATION POLICY OF TRAIN TICKETS

What are the cancellation charges applicable on cancellation a train tickets?
Cancellation penalty varies by the quota you have booked your ticket in, time before departure of the train, PNR status, class of travel and distance for which reservation is done. You can find indicative information below to help you calculate your cancellation penalties. For more detailed information, please refer http://www.indianrail.gov.in/refund_rules.html

If a confirmed ticket is cancelled more than 24 hrs before the scheduled departure of the train, flat cancellation charges shall be deducted @ Rs. 70/- for AC First Class / Executive Class Rs. 60/- for AC 2 Tier/ AC 3 Tier / First Class / AC Chair car, Rs. 40/- for Sleeper Class and Rs.20/- for Second Class. Cancellation charges are per passenger, our handling charges for booking and cancellation is Rs. 100/-

If a confirmed ticket is cancelled within 24 hrs and up to 4 hrs before the schedule departure of the train, cancellation charges shall be 25% of the fare subject to the minimum flat rate mentioned in the above clause.

Less than 4 hours before the schedule departure of the train up to chart preparation of the train, 50% of the fare paid subject to the minimum cancellation charges. Note the chart preparation time is the time for the chart preparation from the Train origination station or from the previous chart preparation station.

For Taktal quote tickets, a flat refund of 25% of total fare charged on ticket, excluding Tatkal charges is granted on cancellation of confirmed Tatkal tickets, which are cancelled up to 24 hrs before the schedule departure of train. No refund on confirmed Tatkal tickets is granted when cancelled within 24 hrs of the schedule departure of train. For contingent cancellation and waitlisted Tatkal ticket cancellation, charges will be deducted as per existing Railway rules.

However please note that the cancellation fee and cancellation period may differ for specific bus services.
Please contact any our executives for cancellation details on any specific service.

IMPORTANT NOTE:
THIS BOOKING FORM AND PAYMENT MUST BE RECEIVED ON OR BEFORE TO OUR OFFICE BY 15th OF JUNE 2012.



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