



Cape Town TRANSPORTATION BOOKING FORM

January 2007

TRANSPORTATION BOOKING FORM

Please complete in full and return to Into Africa ♦Tel: +27 21 430 2074 ♦ Fax: +27 21 434 8420 ♦ vicki@intoafrica.co.za

DELEGATE INFORMATION

Title Prof Dr Capt Mr Mrs Ms Miss Other

Name :

Surname :

Company / Organisation :

Full Postal Address :

City : Postal Code : Country:

Telephone (incl code) : Facsimile (incl code) :

Email :

ARRIVAL TRANSPORTATION REQUIREMENTS

ARRIVAL – AIRPORT TRANSPORTATION BOOKING FORM

Arrivals on 25 and 26 January 2007

Please complete the below section. Confirmation of transportation will be sent.

Arrival Date		Flight Arrival Time	
Flight Number		Airline	
International destination departing from		No of people in party	
Is this a direct flight into Cape Town?	YES	NO	If no, state domestic connection (eg. Johannesburg / Durban) and domestic flight number and airline
Hotel staying at			
Cost	Included in delegate package		

ARRIVAL – AIRPORT TRANSPORTATION BOOKING FORM

Arrivals on other dates

For delegates who are not arriving on 25 or 26 January 2007 the following rates will apply. Note that rates shown below are for private transfers, per one way transfer from Cape Town Airport to hotel in City / Atlantic Seaboard. Please ensure that you complete the section above.

1 person	2 people	3 people	4 people	5 people	6 people
ZAR 458.00	ZAR 568.00	ZAR 653.00	ZAR 726.00	ZAR 758.00	ZAR 794.00



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DEPARTURE TRANSPORTATION REQUIREMENTS

DEPARTURE – AIRPORT TRANSPORTATION BOOKING FORM

Departures on 29 January 2007

Please complete the below section. Confirmation of transportation will be sent.

Hotel staying at			
Departure Date		Flight Departure Time	
Flight Number		Airline	
Is this a Direct Flight to international destination?	YES	NO	No of people in party
Destination traveling to		Cost	Included in delegate package
Please note	For domestic flights, we shall collect you from your hotel 2 hours prior to your flight departure time. For international flights, we shall collect you 3 hours prior to flight departure time. You will receive a departure transfer ticket as confirmation of your reservation. Please be ready, with your luggage, 15 minutes prior to collection time.		

DEPARTURES – AIRPORT TRANSPORTATION BOOKING FORM

Departures on other dates

For delegates who are not departing on 29 January 2007 the following rates will apply. Note that rates shown below are for private transfers, per one way transfer from hotel in City / Atlantic Seaboard to Cape Town Airport. Please ensure that you complete the section above.

1 person	2 people	3 people	4 people	5 people	6 people
ZAR 435.00	ZAR 540.00	ZAR 620.00	ZAR 690.00	ZAR 720.00	ZAR 754.00

OTHER TRANSPORTATION REQUIREMENTS

TRANSPORTATION REQUIREMENTS

Please complete the below section. Confirmation of transportation will be sent.

Hotel staying at	
Time transfer required	
Transfer required (from / to)	
One way / return transfer	
Number of people	

Additional information:



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**FOR GUESTS ARRIVING / DEPARTING ON OTHER DATES (other than 25, 26, 29 January 2007)
PLEASE COMPLETE THE FOLLOWING:**

PAYMENT	
Option One – Bank Deposit	
Account Holder	Corporator 161 (Pty) Ltd. t/a Into Africa
Bank	Standard Bank of SA Ltd
Branch	Sea Point Branch, South Africa
Sort Code	02-41-09-00
Account No	07-108-437-1
SWIFT Address	SBZAJJ
Reference	Please place Surname followed by Initials and title (eg. Smith, T C Mr) followed by tour code (TBL)
Note	Please send copy of internet payment / bank deposit slip to +27 21 434 8420
Option Two – Credit Card Payment	
Card Type	<input type="checkbox"/> Visa <input type="checkbox"/> Master <input type="checkbox"/> American Express
Card Number	
Card Expiry Date	
Last 3 digits on back of card	
Card Holders name	
Passport No of card holder	
Amount to be debited	ZAR
Signature	
Note	Please fax copy of back and front of credit card to +27 21 434 8420. No bookings can be processed without this information.

BOOKING TERMS & CONDITIONS

- All prices quoted are in ZAR South African Rand (except where otherwise stipulated). Prices are subject to change without prior notice. Payment in approved foreign currency will be accepted at the rate of exchange applied by the bank nominated by Into Africa at the time of receipt of the payment. Any shortfall resulting from exchange rate fluctuations will be for the account of the guest.
- Into Africa reserves the right to use smaller / larger vehicles on its scheduled tours should the number of passengers participating reduce / increase sufficiently to warrant this.
- The client shall pay a deposit to Into Africa to secure certain services, where requested. No booking is confirmed until payment is received.
- Should the reservation be cancelled, the following cancellation fees will be applicable and payable to Into Africa (exceptions to this may apply where more stringent cancellation fees are applicable, where Into Africa will forward these direct to client on confirmation of reservation). All cancellations must be made in writing to Into Africa.

30 days prior to travel date	0%	7 – 13 days prior to travel date	75%
21 – 29 days prior to travel date	25%	Less than 7 days prior to travel date	100%
14 – 20 days prior to travel date	50%	All percentages shown refer to full booking value	
- Accommodation (where applicable) is as specified in brochure sample and is based on two people sharing in a double/twin room. The use of accommodation is subject to availability. Into Africa reserves the right to make use of alternate accommodation. This will in no way affect the price of the tour. Single accommodation is available and charged at a supplement.
- Terms and conditions for children traveling will be relevant to specific tour reserved and can be requested from Into Africa.

ACCEPTANCE OF TERMS AND CONDITIONS AND RESERVATIONS

I (Full name and Surname) have read the above terms and conditions and am in full agreement of the content therein.
Signature