

INTERTRAVEL

malta • gozo • comino
destination management

...Specialists in service

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TELEFAX MESSAGE

Date:	10 th June 2004
To:	Mr. Alan Bonzon Secretary of GFCM
Fax:	
From:	Louise Cutajar MICE & Groups Dept. Manager
No. Of Pages:	04
Reference:	Extraordinary General Meeting GFCM – Malta 19 – 23 July 2004



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Direct E-Mail Address mice@mbi.com.mt

Direct Fax Number 00356 21 243303

We are glad to inform you that, we have been appointed by the Ministry of Rural Affairs and the Environment, as the Official Agents to handle Conference Facilities for the Extraordinary General Meeting - GFCM to be held in Malta between the 19 – 23 July 2004.

We're pleased to inform you that we have been able to negotiate with the Corinthia San Gorg (5*) the following rates on BB Basis:

~~Santa~~ St Julian's

Single Room per night – LM 40.50 (105.30 Euros)

Twin room per room per night – LM 55.50 (144.30 Euros)

40 rooms have been blocked for this Conference, until the 27th June 2004, and the above rates only apply for those who book before this date. Later bookings will be charged the current rack rate of the day.

We have also negotiated with the Bernard Hotel (4*) which is situated just a 5 minute walk away from the Corinthia San Gorg which is the Conference Hotel. The following rates are on BB Basis:

Single Room per night – LM 13.00 (33.80 Euros)

Twin Room per room per night – LM 18.50 (48.10 Euros)

20 rooms have been blocked at the Bernard Hotel on a first come first serve basis.

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Please fax or e-mail us (Ms. Louise Cutajar, Conference Manager or Ms. Lara Micallef, Conference Assistant) with the following information in order to book for this Conference.

Full Name

Organization Country

Date of Arrival Departure Date

Arrival Flight Departure Flight

Twin Room Corinthia San Gorg – LM 55.50 p.n. (144.30 Euros)

Single Room Corinthia San Grog – LM 40.50 p.n. (105.30 Euros)

Twin Room Bernard Hotel – LM 18.50 p.n. (48.10 Euros)

Single Room Bernard Hotel – LM 13.00 p.n. (33.80 Euros)

Should you wish to have lunch on any of the following days during the Conference please tick the following: (Lunch per day costs LM 10.00 inclusive of 1 soft drink – 26 Euros)

Monday 19th July 2004

Tuesday 20th July 2004

Wednesday 21st July 2004

Thursday 22nd July 2004

Payment Terms – Payment in Full Please

Cash / Bank Transfer Credit Card

Type of Credit Card and Number

Expiry Date

Signature Date

NB. Kindly note there is a bank charge of 3% on all Credit Card Payments (Diners Card – 5%)
And a 1% bank charge on all bank transfers

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INTERTRAVEL BANK DETAILS

Bank Name: HSBC Bank Malta Plc
Bank Address: 196, The Strand, Gzira GZR 03 Malta
Account Name: Mifsud Brothers Ltd – Intertravel Account
Bank Account: 039035787001
Sort Code: 44392
Swift Code: MMEB MTMT

Intertravel will send you a written confirmation of both your hotel accommodation and lunches booked. Any outstanding sum will be outlined on this confirmation. An official receipt of all payments will be issued. Please note, the delegate is responsible for any bank charges of currency conversion charges.

Cancellation:

In the event of cancellation, an eighty percent refund of any fees paid up will be allowed, provided that notice of cancellation is received in writing by **Intertravel** before 1st July 2004. **After this date, no refund will be allowed due to peak season. Kindly submit forms with payment urgently.** Substitution of alternative delegates will be considered in some circumstances.

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VISA APPLICATIONS

All citizens attending the Conference from the following countries require a Maltese National VISA to enter Malta:

**Albania
Algeria
Egypt
Lebanon
Libya
Morocco
Syria
Tunisia
Turkey**

- Visas can take up to 2 weeks, so kindly submit applications by fax or e-mail at least 10 days before the Conference
- Applicants shall be required to fill in their application on the uniform Visa Applications Form, which is available on-line on the following website: www.foreign.gov.mt . **Please send back to Intertravel and not to immigration direct.**
- Please send us a copy of your passport with full face **colour** photo (can be scanned)
- Passport sized photos should be in full colour, actual and recent
- Copy of flight reservation
- Letter supporting attendance at Conference from authority / institute in Country of delegate

Once we have the information we will submit the application to Malta Immigration and once approved we will send delegate confirmation by fax

On arrival in Malta delegates must pay approximately LM 10.00 - 26 Euros (32 Dollars) to immigration

All delegates attending the Conference are requested to check with Intertravel whether they are subject to a visa to enter Malta.