**Note**: Booking via B the Travel Brand (formerly Barceló) is strongly recommended but is not obligatory. If you do not wish to book via this agency, please notify the JACIE Office and request approval of your travel arrangements before making reservations. In such cases, expenses must be reclaimed from the JACIE Office after the inspection. Request the reclaim procedure from the JACIE Office.

|  |  |  |  |
| --- | --- | --- | --- |
| Surname / Family Name |  | Name |  |
| Nationality |  | Passport number |  |
| Contact email |  | Date of birth |  |
| Mobile telephone number (including country code) |  |
| **TRAVEL**  | **FLIGHTS** plane silhouet by molumen - a flying plane silhouette | **TRAINS** Anonymous_aiga_rail_transportation |
|  **DEPARTURE** FROM (CITY) |  |  |
| TO (CITY)  |  |  |
| TRIP DATES | *dd/mm/yyyy* | *dd/mm/yyyy* |
| PREFERRED ARRIVAL TIME | □ MORNING □ AFTERNOON □ EVENING | □ MORNING □ AFTERNOON □ EVENING |
| **RETURN** FROM (CITY) |  |  |
| TO (CITY) |  |  |
| TRIP DATES | *dd/mm/yyyy* | *dd/mm/yyyy* |
| PREFERRED ARRIVAL TIME | □ MORNING □ AFTERNOON □ EVENING | □ MORNING □ AFTERNOON □ EVENING |
| FREQUENT TRAVELLER NUMBER |  |  |
| SEATING PREFERENCE | □ AISLE □ WINDOW | □ AISLE □ WINDOW |
| **HOTEL** Bed by gramzon - A stylized double bed in black and white. |  |  |  |
| CITY |  |
| ARRIVAL DATE | *dd/mm/yyyy* | DEPARTURE DATE  | *dd/mm/yyyy* |
| NUMBER OF ROOMS | *Note that only 1 room will be paid for by JACIE* | NUMBER OF GUESTS | *Note that only 1 guest will be paid for by JACIE* |
| LOCATED NEAR TO |  |
| **TRAVEL INSURANCE**  | *JACIE will provide travel insurance if you do not already have a personal insurance policy* |
| DO YOU REQUIRE INSURANCE? | □ YES □ NO |
| OTHER INFORMATION |  |
| Cost centre**[[1]](#footnote-1)**: | JACIE ACC □ JACIE EDU □ JACIE SUP □ |
| SIGNATURE: |  |

**Please send this form to:** ebmt@barceloviajes.com

Telephone: Paula González (+34) 985 350 901 Fax: (+34) 902 529 292

1. The Cost Centre for Inspections is “JACIE ACC”. Training and other educational events go under “JACIE EDU”. Committee meetings or other events go under “JACIE SUP”. [↑](#footnote-ref-1)