



TOUR BOOKING FORM – AORTIC 2015

Destination Management Morocco
 Résidence Amina, N°17, Rue Khalid Bnou Lwalid - Marrakech
 Tel/Fax: +212 524 011 249
 E-mail: sales@dmc-morocco.com

In order to book your tours, please fill in this form and send it to us by e-mail to: sales@dmc-morocco.com

PERSONAL DETAILS

Please note that only properly completed forms with all required details will be accepted.

First and Last name: _____
 Address: _____
 City and Zip code: _____
 Country: _____
 Phone: _____ Fax: _____
 E-mail: _____

Pre and Post Conference Tours: Rates indicated below are in Moroccan Dirham (MAD) and Euro (EUR)

Tour name	Date (Please specify)	Starting Time	Moroccan Dirham (MAD) Price	Euro (EUR) Price	Number of Persons	Total
Imperial Cities Tour (4 Days)		08:30	MAD4250 per person sharing a double room (single room supplement from MAD1200)	EUR395 per person sharing a double room (single room supplement from EUR112)		
South and Desert Tour (3 Days)		09:00	MAD3750 per person sharing a double room (single room supplement from MAD6600)	EUR350 per person sharing a double room (single room supplement from EUR62)		

TOTAL AMOUNT:

Payment Methods:

1. By Bank Transfer:

Account Name: Destination Management Morocco
 Bank Name: SGMB – Societe Generale Marocaine de Banque – Morocco
 Branch Name: SGMB Majorelle – Marrakech

Account Number: 022 450 000 220 00 0501391753
Swift Code: SGMBMAMC

Please note that we use only a Swift code in Morocco. We do not use an IBAN code.

Once the bank transfer is complete, please send us a copy of the bank transfer documentation so we can trace the payment.

2. By Credit Card:

Once your booking is received we will send you an email with a link to a secure banking platform (PayZone) where you will be able to pay directly with your credit card.

Please make sure your browser is updated.

Conditions for payment by credit card:

- 1- All amounts are payable in Moroccan Dirham (MAD). Any short payment resulting from bank charges and/or exchange rate fluctuations will be charged back to the delegate.
- 2- 4% credit card fee will be applied and added to the total price.

AORTIC 2015 Tour Booking Procedure and Terms and Conditions

To ensure a quick and complete booking procedure, please follow the following steps

- 1) Please complete this booking form in full and email it to sales@dmc-morocco.com.
- 2) You will receive confirmation of receipt of your request by email only.
- 3) Should you select to pay by credit card we will send you an email within 24 hours with a link to PayZone.
- 4) **All amounts are payable in Moroccan Dirhams (MAD) or in EURO.** Any short payment resulting from bank charges and/or exchange rate fluctuations will be charged back to the delegate.
- 5) Once the full payment is received in our account, we will send you a confirmation of booking with a voucher. This process can take up to 7 days.
- 6) When you arrive at the congress venue for your tour, please present the voucher to the Tours desk.
- 7) Minimum of 4 people required to operate a tour.
- 8) All cancellations must be received in writing.
- 9) Cancellation fees will be imposed as follows:
 - a. Cancellations 90 days prior to the start of the conference (before 16 August 2015) will receive a full refund of all monies paid less a 10% administration fee and local bank charges.
 - b. Cancellations between 89 and 30 days prior to the start of the conference will be refunded 50% of all monies paid.
 - c. No refunds will be provided for cancellations within 30 days of the start of the conference (after 16 October 2015) or no-shows; the delegate will be liable for the full amount due.

10) Deadline for bookings

After 2 November 2015, we will not accept any more booking done by bank transfer, only credit card.

After 10 November 2015, we will not accept any more bookings.

PLEASE NOTE

- 1- Tours can be purchase at the Tours desk in the conference venue.
- 2- Tours have to be booked and paid for 24 hours in advance. Cash payment only in Moroccan Dirhams (MAD) or in EURO.