

Registration
Cross-sector Business Delegation
Algeria | 16th – 19th of September 2018



Please send back either by fax to: +49 30-278907-49 or as a PDF scan to: sindlinger@ghorfa.de
by no later than July 31, 2018

I hereby register bindingly for the above-mentioned delegation visit and confirm that I have read and that I acknowledge the information on pages 2-3 of this document.

(Please tick where appropriate. The price does not include flight, hotel, and visa fees, and is exclusive of VAT)

- As a member of Ghorfa and/or GHP € 900.-
- As a non-member of Ghorfa € 1,200.-

Please fill out digitally, sign, and send back to Ghorfa by telefax or as PDF scan:

Mrs. Mr. Academic title

Name First name

Job title Nationality

Company Sector

Street Zip code, Place

Phone Fax

Email Website

Place, Date..... Signature, Stamp.....

Detailed contact and topic requests (Companies, projects, governmental bodies):

Included services, terms of payment, and other notes for the delegation visit:

I. Price

The indicated price for the delegation visit includes the following services:

- The program items of the delegation visit as specified
- Organisation of the delegation visit
- Transport and transfers during the visit, as listed in the program
- All lunches and dinners listed in the program
- Provision of meeting and conference rooms
- Preparation of the delegation brochure (with the participants' company profiles, list of participants, program, and other information)

Not included in the indicated price are flight and hotel costs, visa fees, and the transfer from and to the airport.

Please organise and book your arrival and departure individually, **as soon as we confirm that the delegation visit will take place**. Unless our terms of participation and notes in this document stipulate otherwise, the general terms and conditions of booking and travel of the hotel(s) and airline(s) you booked apply.

II. Flights

We recommend the following flights which are compatible with the delegation program.

Arrival:

16.09.2018	Frankfurt to Algiers	22:15 - 23:45	Flight LH 1318
16.09.2018	Frankfurt to Algiers	15:30 – 17:20	Flight AH 2071
16.09.2018	Paris (CDG) to Algiers	09:15 – 10:30	Flight AF 1854
16.09.2018	Paris (CDG) to Algiers	16:30 – 17:45	Flight AF 1754
16.09.2018	Paris (CDG) to Algiers	20:50 – 22:10	Flight AF 1354

Departure:

19.09.2018	Algiers to Frankfurt	02:20 – 05:50	Flight LH 1319
19.09.2018	Algiers to Frankfurt	12:25 – 15:55	Flight LH 1317
19.09.2018	Algiers to Frankfurt	10:15 – 14:15	Flight AH 2070
19.09.2018	Algiers to Paris (CDG)	09:35 – 13:00	Flight AF 1555
19.09.2018	Algiers to Paris (CDG)	11:40 – 15:00	Flight AF 1855
19.09.2018	Algiers to Paris (CDG)	18:55 – 22:20	Flight AF 1755

III. Hotel

The delegation hotel will be the Hotel El-Aurassi in Algiers. More detailed information on booking, etc. follows upon registration.

IV. Program changes

Ghorfa is committed to adhere to the announced schedule. However, we reserve the right to make modifications whenever necessary to ensure the smooth passing of the visit. Ghorfa furthermore reserves the right to cancel the delegation visit without precise justification. The delegation visit can only take place with a minimum number of participants. It may be cancelled if we have not received a sufficient number of registrations.

V. Visa

For travels to Algeria, participants must apply for a visa at the Algerian Embassy in Berlin or the Algerian Consulate General in Frankfurt a.M. timely before departure. Ghorfa in cooperation with the embassy will facilitate the visa process for the participants. The visa fees, however, are to be borne by the participants. Further information follows upon registration.

VI. Liability

Ghorfa excludes any liability for damage of whatever nature. We recommend both an individual travel insurance and a travel cancellation insurance which can be concluded through the travel agency Travel & Touristik GmbH Lufthansa City Center Berlin.

VII. Terms of payment

Please wait for the receipt of our invoice and then transfer the amount to the Ghorfa account:

Deutsche Bank AG Berlin
IBAN: DE46 1007 0000 0434 9510 00
BIC: DEUTDEBBXXX
Keyword: Delegationsreise Algerien 2018

The total amount becomes due once we have confirmed your registration. The following cancellation policy applies:

Until the 30th day prior to the start of the visit: 20% (of the participation fee)
Between the 29th and the 22nd day prior to the start of the visit: 25%
Between the 21st and the 15th day prior to the start of the visit: 30%
Between the 14th and the 7th day prior to the start of the visit: 75%
From the 6th day prior to the start of the visit: 100%

VIII. Conditions of participation

Due to the limited number of places, places will be allocated according to the date of receipt of the registration. By registering, the participant agrees to the processing of his/her personal data for purposes related to the organization of the visit and to receiving further information related to the delegation visit.

IX. For further questions regarding the delegation visit, please contact:

Mr. Marc Sindlinger
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Fax: +49 30-278907-49
Email: sindlinger@ghorfa.de