

**CITIES ALLIANCE ANNUALS MEETINGS
EVENT REGISTRATION & HOTEL RESERVATION FORM**

JANUARY 17 – 22, 2010
TAJ MAHAL PALACE AND TOWER HOTEL
APOLLO BUNDER ROAD, NA
MUMBAI 400001, INDIA
(91-22) 6665 3366

*Please fill out this form for **each** person attending from your organization.*

How to Register:

1. EMAIL: Email this completed registration form to shenderson@citiesalliance.org and rrodrigues@worldbank.org

Completion and submission of this form will register you for the meetings, secure your hotel arrangements, confirmation of which shall be sent to you via email within 2 business days.

Please return this form at your earliest convenience, but no later than 8 January 2010.

Required Registration Information:

Participant Name (as it appears on your photo ID or passport): _____
Organization: _____
Title: _____
Mailing Address: _____ _____
City/Post Code/Country: _____
Phone (office): _____
Mobile (required for Security Purposes): _____
Email address: _____
Passport Number, Country of Issue and Expiration Date: _____

Event Participation: (please mark next to the events you plan to attend):

*Simultaneous Interpretation, Spanish and Portuguese, shall be provided
<input type="checkbox"/> *17 January – Executive Committee Meeting, from 10h00 – 16h00 (Executive Committee Members Only)
<input type="checkbox"/> 17 January – Informal Evening Cocktail Reception, beginning 19h00 (Open to all participants)
<input type="checkbox"/> *18 January – All day site and field visits to and around Dharavi and Mumbai, 8h00 departure from hotel lobby (Open to the public)
<input type="checkbox"/> *19 January – Public Policy Forum, Opening at 9h00 (Open to the public)
<input type="checkbox"/> *19 January – Evening Cocktail Reception, beginning 19h00, with presentation by the World Bank Country Director for India (Open to the public)
<input type="checkbox"/> *20 January – Member Policy Forum, beginning 09h00 (Cities Alliance Members Only)

- ___ *21 January – Consultative Group Meeting, beginning 09h00 (Cities Alliance Members Only)
- ___ 21 January – Evening Reception for 10th Anniversary of Cities Alliance, 19h00 (Cities Alliance Members Only)
- ___ *22 January – Consultative Group Meeting, beginning 09h00 (Cities Alliance Members Only)

Travel/Hotel Information: The Cities Alliance Secretariat will make your hotel reservations the Taj Mahal Palace and Tower Hotel. Please let us know when you will be arriving in Mumbai. We have arranged special room rates with the hotel between 16 and 23 January. If you are arriving earlier or staying later, we cannot guarantee the same room rates and may ask you to provide credit card details. You will need to show your passport and credit card upon check in and will be asked to settle your hotel bill upon check-out. If you require transportation from and to the airport, it will be at your own expense.

Hotel Check-in Time is 14h00 and check-out time is 12h00. If you require early check-in, it is advised to reserve a room for the day before. Early check-in will only be accommodated upon availability.

The Cities Alliance Secretariat will be happy to provide you with a Letter of Invitation should one be required for your Visa application, but will not be able to assist with Visa Requests.

Travel Details:

Check-in Date: _____ **Estimated Check-in Time:** _____

Check-out Date: _____ **Estimated Check-out Time:** _____

Please specify flight details and time of arrival and departure to Mumbai airport

Arrival Flight Number: _____ Departure Flight Number: _____

Time of arrival: _____ Time of Departure: _____

Taj Mahal Palace and Tower Hotel (Breakfast included in room rate, Taxes: 10.3%)

Room Type (please check selection)

___ Single Occupancy (INR 10250/night)

___ Double Occupancy (INR 11750/night)

___ Smoking ___ Non-smoking

Any additional special hotel needs: _____

-OR-

___ I will make my own hotel arrangements.

Please indicate any special dietary needs:

___ Diabetic ___ Low Fat ___ Vegetarian ___ Vegan ___ Shellfish Allergies ___ Low Salt

Other: _____

Request for Car service from airport to hotel: _____

* Transportation will be made through the hotel and will be at your own expense.

	Charges, One Way
International Terminal	INR 3144 one way transfer by Toyota Corolla or Innova
Domestic Terminal	INR 2758 one way transfer by Toyota Corolla or Innova