



ACCOMMODATION ASSISTANCE

TERI has negotiated competitive rates for **India Energy Conference** delegates at two hotels in New Delhi. The relevant details are tabulated below. Should you require any further assistance in reservations, please feel free to write to us.

Name and location of hotel	Category	Distance from international airport (km)	Distance from conference venue (km)	INR Rate	
				Single	Double
Taj Palace Hotel Sardar Patel Marg Diplomatic Enclave New Delhi 110021 Tel.: 91 11 2611 0202 Fax.: 91 11 26110808	Five star deluxe	18	0	11500 (Superior) 12000 (Deluxe) 13000 (Luxury)	13000 (Superior) 13500 (Deluxe) 14500 (Luxury)
Hyatt Regency Bhikaji Cama Place Ring Road New Delhi 110066 Tel.: 91 11 2679 1234 Fax: 91 11 2679 1024	Five star deluxe	19	4	11000 (King room)	12000 (King room)

Please note

1. All booking will be on direct payment basis
2. The taxes are separate and will be charged extra as applicable at the time of check-in. The above room rates are inclusive of buffet breakfast
3. The hotel will confirm the room booking only after receiving the credit card details
4. Exchange rate of the day will be charged for payment in foreign exchange

For further details, please contact

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OR

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India Energy Conference
Oil, Gas & Alternatives: Building Competitive Markets
 3-4 October 2008, Hotel Taj Palace, New Delhi

HOTEL RESERVATION FORM

Fax to : Ms Sonali Mathur, TERI

Fax No. (91-11) 24682144 /24682145

E-mail: sonalim@teri.res.in

(Please print clearly in BLOCK letters)

Full Name Dr/Mr/Ms _____

Company _____ Fax _____

E-mail _____

Address _____

City/Pincode _____ Country _____

(Information for the hotel)

Arrival Date _____ Flight No. _____ Time _____

Departure Date _____ Flight No. _____ Time _____

Passport details (for overseas participants)

Passport Number _____ Date of Expiry _____ Place & date of issue _____

Kindly block _____ rooms from (date) _____ to _____ in

(Please tick (✓) the relevant box indicating your preference)

Name of the hotel	✓	Single room tariff	Double room tariff	Remarks <i>e.g.: Airport transfers required/ not required (chargeable basis)</i>
		INR	INR	
Taj Palace Hotel		11500 (Superior)	13000 (Superior)	
		12000 (Deluxe)	13500 (Deluxe)	
		13000 (Luxury)	14500 (Luxury)	
Hyatt Regency		11000 (King room)	12000 (King room)	

Guarantee for Reservations

Please be informed that if a room cancellation is made less than 60 days before the date of arrival the guest will be billed the entire expected room charge. Any change/amendment in the arrival date will also be treated as a cancellation and the amended booking will be subject to availability.

Credit card no. _____ Valid till _____

Name of card holder _____ Date of birth _____ Signature of card holder _____

HOTEL RESERVATION INFORMATION

- All reservations must be sent by fax to the selected hotel with a copy to TERI
- Since there are a limited number of rooms available in each hotel, please indicate your preference at the earliest and print your e-mail address clearly so that hotel confirmation can be sent to you
- All hotel bills will be settled directly by the guest
- For Visa requirements, kindly contact the Indian Mission in your country
- The rooms will be held upto 1st August 2008 only.