**BOOKING FORM TRAVEL**



|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name/Surname Traveler | | | | | Ph. - | | | | Allocate | |
| Ho Aik Sheng Eugene | | | | |  | | | | Demo | |
| Requested by: | | | | | Ph. | Fax | | e-mail: | | |
| Ho Aik Sheng Eugene | | | | | +65 91273063 |  | | travel@hackingteam.it | | |
| Delivery Date: | | | | | To | | | | | |
| 17/04/2015 | | | | | HT Srl – Via della Moscova, 13 – 20121 Milano | | | | | |
| **FLIGHT TICKET DATA** | |
| **Departure Date** | **From / To** | | Airline and Flight Number | | | Departure time  **Requested** | | | Arrival Time Requested |
| **27 April** | **Singapore / Tokyo (Haneda)** | | **ANA** | | | **22.15** | | | **06.30** |
| **29 April** | **Tokyo (Haneda) / Singapore** | | **ANA** | | | **11.05** | | | **17.20** |
| **Please specify travel details to considered in booking your flight (e.g. Destination airport, time of departure “*not before …”* or “*not later than….”*** | | | | | | | | | |

###### TRAIN TICKET DATA

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Departure Date** | From/To | Class Type | Train Number | Departure Time | Arrival Time |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**HOTEL RESERVATION DATA**

|  |  |  |  |
| --- | --- | --- | --- |
| **City** | **Check-in** | **Check-out** | **Room Type** |
| *ANA InterContinental Tokyo* | *28 April* | *29 April* | *Early check-in requested at 9am* |
| *Meeting Room* | *No* |  |  |
| *Pick-up (from Airport to hotel)* | *No* |  |  |
| *Pick-up (from hotel to Airport)* | *No* |  |  |
|  |  |  |  |

###### CAR RENTAL DATA

|  |  |  |  |
| --- | --- | --- | --- |
| **Pick-Up** | Drop-Off | Driver | Car Type |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| ***Date***  17/04/2015 | ***Requested by Antonella Capaldo*** |
| ***Date*** | ***Approved by*** |