**BOOKING FORM TRAVEL**



|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name/Surname Traveler | | | | | Ph. - | | | | Allocate | |
| **Daniel Martinez** | | | | |  | | | | FAE/Meeting | |
| Requested by: | | | | | Ph. | Fax | | e-mail: | | |
| Daniele Milan | | | | | 02-29060603 |  | | travel@hackingteam.it | | |
| Delivery Date: | | | | | To | | | | | |
| 27/10/2014 | | | | | 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 |
| **8/11/14** | **Mexico City / Milan** | |  | | |  | | |  |
| **22/11/14** | **Milan / Mexico City** | |  | | |  | | |  |
| **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** |
| *Hotel (SPECIFY AT LEAST THE HOTEL AREA)* | *Carlyle Brera* |  |  |
| *Meeting Room* |  |  |  |
| *Pick-up (from Airport to hotel)* |  |  |  |
| *Pick-up (from hotel to Airport)* |  |  |  |
|  |  |  |  |

###### CAR RENTAL DATA

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

|  |  |
| --- | --- |
| ***Date***  27/10/2014 | ***Requested by Antonella Capaldo*** |
| ***Date*** | ***Approved by*** |