

I EUROPEAN UNIVERSITIES GAMES CORDOBA 2012

EUG'12 GENERAL INFORMATION (MARCH 2012)



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CORDOBA 2012



EUG 1 – INFORMATION ABOUT ENTRIES

1.1 Quantitative entry forms + 50% entry fee

Once General Entry Forms have been submitted, deposit payment was done and the team is confirmed, next step is submitting the QUANTITATIVE ENTRY FORM at EUSA registration online system (<http://eug2012.registrations.eusa.eu/>)

The contact person pointed out at the General Entry Form should have received an email with a username and password that will enable them to submit all remaining forms.

In the QUANTITATIVE FORM, the number of expected athletes, officials and referees should be entered, with the arrival & departure date. After the form is entered, it has to be saved and sent (by clicking the 'Send this form' link). An invoice for the 50% participation fee is then generated (you may view it and print it by clicking 'View Invoice' button)

According to EUG rules, the submission of quantitative forms, and payment of 50% of total participation fee **MUST BE DONE BEFORE APRIL 20th** (note that deposit fee will be deducted from participation fee before final payment of the remaining amount).

Those teams not fulfilling all this requirements will be replaced by teams in reserve list.

1.2 Referee entry

Teams **MUST SEND**, MAY 11th the latest, each referee's license or certification signed and stamped by the corresponding National Sport Federation to the following email address: referees@eusagames2012.com.

1.3 Individual entry

After submitting the quantitative information, the system automatically offers as many individual entry forms as registered participants in the Quantitative Entry Form. In case of changes, you may add more individuals.

After the form is saved, it may be printed, or saved/exported to PDF, and should be signed and sealed by the university as the Certificate of Academic Eligibility for students.

Individual Entry Forms should be submitted before June 13th.

1.4 Travel plan

Please note that, in order to arrange all transportations from officials arrivals points, OC should receive your travel info forms before MAY 25th (see attached I) to travelinfo@eusagames2012.com (please send copy to info@eusagames2012.com)

EUG2. VISA INFORMATION

2.1 Countries without visa

Spain is a Member State of the Schengen Agreement. The current members of the agreement ("Schengen States") are: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Norway, The Netherlands, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden and Switzerland.

In order to visit one or more of the above-mentioned states you have to obtain a so-called "Schengen visa". This visa is generally valid in all Schengen states for a stay of up to 90 days within a six months period for tourism, visit or business but not for employment purposes.

2.2 Who needs a Schengen visa?

2.2.1 Holders of passports who do not require a VISA to enter Spain

1) Visas are NOT required for passports of any of the following countries, regardless of purpose and/or length of stay in Spain:

- The European Union
- Norway
- Iceland
- Switzerland

If your intended stay in Spain will exceed 90 days, registration with the local police authorities is no longer required.

Passports of all these countries (including Republic of Ireland passports) are valid to visit or stay in SPAIN up to the last day of their validity.

Minors included in the parent's passport must be accompanied by the parent.

The child's right to travel on the passport will lapse depending on the age stipulated by the issuing country.

2) For visits NOT EXCEEDING NINETY DAYS, visas are not required:

*

- for holders of valid passports issued by the following countries or dependencies: Albania* , Andorra , Bosnia Herzegovina * , British National (Overseas -holders of British passports with this name), Croatia, Israel, Former Yugoslav Republic of Macedonia (FYROM)* , Liechtenstein, Monaco, Montenegro* , San Marino, Serbia* (1).

** Only when holders have a biometric passport, if not, nationals of these countries require a VISA.*

(1) Holders of passports delivered by "KOORDINACIONA UPRAVA" excluded.

- Holders of Travel Documents issued under the Geneva Convention of July 1951, by the following countries:

- | | | |
|-----------|-------------------|----------------------|
| - Belgium | - Ireland | - Spain |
| - Cyprus | - Liechtenstein | - Sweden |
| - Denmark | - Luxembourg | - Switzerland |
| - Germany | - Norway | - The United Kingdom |
| - Iceland | - The Netherlands | |

- If you hold a valid residence permit in any of the Schengen member states, you are entitled to re-enter the Schengen area without a visa on production of your proof of residence and your passport.

This information applies ONLY TO ORDINARY PASSPORTS.

2.2.2 Holders of passports who require a VISA to enter Spain

All other nationalities, not listed above NEED A VISA and the requirements for these vary according to NATIONALITY, PASSPORT or TRAVEL DOCUMENT used, PURPOSE and DURATION of the trip.

3. DELEGATIONS

3.1 Minimum/maximum delegation member per sports

We kindly ask participating universities to send us as soon as possible their correct names in English and their institutional logo / shield so as we can publish and use them in the ceremonies.

3.1.1 Badminton (University team)

The delegation will consist of minimum of two (2) and maximum of six (6) women athletes, of minimum of two (2) and maximum of six (6) men athletes and maximum of three (3) officials. A Head of the Delegation must be appointed. Each player can take part in maximum of (2) tournaments.

Each delegation may enter the individual tournament with a maximum of three (3) men's singles, three (3) women's singles, three (3) men's doubles, three (3) women's doubles and three (3) mixed doubles.

3.1.2 Basketball (male & female teams)

The delegation will consist of a minimum of ten (10) and a maximum of twelve (12) athletes and minimum of one (1) and maximum of five (5) officials.

A Head of the Delegation must be appointed.

3.1.3 Beach volleyball (male & female teams)

The delegation will consist of two (2) athletes and minimum of one (1) and maximum of three (3) officials. A Head of the Delegation must be appointed.

3.1.4 Football (male teams)

The delegation will consist of a minimum of fourteen (14) and a maximum of twenty (20) athletes and minimum of one (1) and maximum of five (5) officials. A Head of the Delegation must be appointed.

3.1.5 Football 7s (female teams)

The delegation will consist of a minimum of ten (10) and a maximum of fourteen (14) athletes and minimum of one (1) and maximum of four (4) officials. A Head of the Delegation must be appointed.

3.1.6 Futsal (male & female teams)

The delegation will consist of a minimum of ten (10) and a maximum of fourteen (14) athletes and minimum of one (1) and maximum of five (5) officials. A Head of the Delegation must be appointed.

3.1.7 Handball (male & female teams)

The delegation will consist of a minimum of ten (10) and a maximum of fourteen (14) athletes and minimum of one (1) and maximum of four (5) officials. A Head of the Delegation must be appointed.

3.1.8 Rugby 7s (male & female teams)

The delegation will consist of a minimum of nine (9) and a maximum of twelve (12) athletes and minimum of one (1) and maximum of three (3) officials. A Head of the Delegation must be appointed.

3.1.9 Table tennis (male & female teams)

The delegation will consist of minimum of three (3) and maximum of five (5) athletes and maximum of two (2) officials. A Head of the Delegation must be appointed.

3.1.10 Tennis (male & female teams)

The delegation will consist of minimum of two (2) and maximum of four (4) athletes and maximum of three (3) officials. A Head of the Delegation must be appointed.

3.1.11 Volleyball (male & female teams)

The delegation will consist of a minimum of eight (8) and a maximum of twelve (12) athletes and minimum of one (1) and maximum of five (5) officials. A Head of the Delegation must be appointed.

3.2 Additional attendees

3.2.1 NUSA staff

National University Sport Associations will also be able to register some representatives so they can attend the Games. Maximum number will be determined by the participants coming from each country, as representatives shouldn't exceed a 3% of the entire delegation.

Those representatives will pay the same fee and will be provided the same services than all the participants, unless they ask for a better accommodation (see point 6.2).

3.2.2 VIP Guests

VIP Guests will be charged with a different fee (see details at point 6.2)

3.3 Allowed duration of stay in Accommodation buildings

EUG'12 participants will be allowed to stay at official accommodation buildings:

- three days before first competition day the earliest
- two days after last competition day the latest

3.4 Referees requirements

Each delegation of the following sports MUST INCLUDE a referee with an international license or at least the highest national license:

- Male and female basketball
- Male football
- Male and female futsal
- Male and female volleyball

Delegations failing to fulfill this obligation must pay 1000€ to the Organising Committee.

Travel costs are to be covered by the teams, while accommodation and food for the referees will be provided by the OC without charging the participation fee.

Male and female handball teams will not have to bring a referee, but they will be charged with a 300€ fee in order to cover the EHF referees clinic's costs.

Female 7-a-side football, beach volleyball and rugby teams are kindly asked to bring a referee in the same conditions, though it's not mandatory.

In case of any other teams intending to bring a referee in any of the remaining sports, feel free to contact the OC.

Teams MUST SEND, MAY 11th the latest, each referee's license or certification signed and stamped by the corresponding National Sport Federation to the following email address: referees@eusagames2012.com

4. TRANSPORTATION

4.1 Welcome points

Dedicated buses will drive all EUG'12 participants from the following official arrival to their accommodation building or accreditations center (see ACCREDITATIONS).

4.1.1 Malaga International Airport

Our volunteers will be in charge of arrivals. One of them will be in charge of a main welcome point and the others with banners taking care of every single arrival scheduled.

Main desk will inform all participants about their scheduled transport to Cordoba (time and departure point), as buses will be arranged in order to carry as much participants as possible, considering waiting times no longer than 1,5h.

Dedicated buses will be in service all day long among Cordoba and Malaga International Airport, as it takes around 2h to cover that distance.

4.1.2 Córdoba Railway & Bus Station

Our volunteers will be assisting all Cordoba City arrivals, as bus and train stations are one in front of each other, coordinating buses from a common departure point to where corresponding.

4.2 What if landing in a different Airport?

For those arriving to Madrid or Seville we can help you in renting a bus, as we have made an agreement with a local travel agency at the following prices:

Barajas Airport (Madrid) – Córdoba (price for each trip)

55 passengers bus	875,00 €
39 passengers bus	793,15 €
25 passengers bus	758,16 €
19 passengers bus	723,17 €

Seville Airport – Córdoba (price for each trip)

55 passengers bus	408,25 €
39 passengers bus	350,00 €
25 passengers bus	315,00 €
19 passengers bus	292,00 €

We have also made an agreement for car rental services, so those interested in renting a bus or a car, please let us know.

High Speed Trains are also an excellent option, as the train network in Spain is fast and safe (though not very cheap). Check train schedules and prices at the following site:

<http://www.renfe.com/EN/viajeros/index.html>

5. ACCREDITATIONS

5.1 Accreditation centre

Accreditation Centre will be in the OC Headquarters building, in University of Cordoba bigger Accommodation Area (Colegios Mayores La Asunción – Avda Menendez Pidal s/n - 14004 Cordoba) and will be opened from 9 to 23.00 (depending on arrival hours we may open earlier or close a bit later).

5.2 Accreditation procedure

Our aim is to avoid crowds in Accreditations Area, and our efforts will be focused in verifying all entries from May onwards in order to check if all data and pictures are correctly submitted.

Before a team arrival we may know if they have submitted properly their individual entry forms, checking with the HoD if the enlisted players, officials and referees are those finally attending.

- a) If everything is correct, the team will be taken straight on to its corresponding accommodation building, and it will be just the Head of Delegation and the referee who will pick all passports, Academic Eligibility Certificates, documents and money and will be driven to Accreditations Centre in order to close the registration.
- b) In case they haven't submitted all required information, or there were any modification, the whole team will be taken to Accreditations Area in order to complete their registration, which mean a longer time before getting to their accommodation.

Please note that this procedure will be followed in case of arrivals to Malaga Airport or Cordoba bus or train stations. Those teams getting to Cordoba on their own shall go to Accreditations Centre directly.

Accreditations won't be handled to the HoD until fulfilling all financial and legal aspects:

- **Participation fee:**
50% of the whole participation fee (60€ each participant daily) must have been paid upon submitting the quantitative entry form. If the remaining amount, discounting the corresponding deposit fee, wasn't paid before the team arrival, it must be paid IN CASH upon arrival (no credit cards or cheques will be accepted).
- **EUSA fee:**
After checking ID / passports and Certificates of Academic Eligibility, 30€ for each accredited person are to be paid to EUSA representative in order to finish the accreditation process.

If everything was OK at this point, the HoD will receive:

- Team accreditations
- Canteen cards
- EUG'12 welcome bags

6. ACCOMMODATION

6.1 Accommodation for participants

All participants will be hosted in Cordoba University Accommodation Buildings and Cordoba City hotels in double / triple rooms. Individual rooms will only be provided in case of not being able to host the participants in double or triple rooms due to gender reasons or final number of attendees.

6.2 Accommodation not covered by OC

VIP officials or NUSA representatives asking for being hosted in a higher rated accommodation may take into consideration the following:

- 5 star hotel accommodation + breakfast: 80€ / day
- 5 star accommodation + full board: 130€ / day
- no dedicated transportation will be provided, apart from the pickup service from / to Malaga Airport or Cordoba train & bus station.

6.3. Additional Services in EUG Accommodation

Most accommodations offer free wifi internet access.

Apart from services offered at the hotels, an official Laundry Service (only sport clothes) will be offered for the EUG'12 (final price to be determined)

Private Security will be available in all University Accommodation buildings, with strict rules to be followed in order to avoid any trouble during participants stay.

Accommodation rules will be handled to every single participant, translated into several languages and must be signed by all HoD upon arrival, showing their commitment in respecting them. In case of not being followed, participants will be ejected immediately from their accommodation building, having to look for their own accommodation.

7. SPORT PROGRAM & VENUES

7.1 OVERALL DAILY SCHEDULE

SPORT	COMPETITION DAYS	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON
		11th	12th	13th	14th	15th	16th	17th	18th	19th	20th	21st	22nd	23rd
OPENING CEREMONY					X									
BADMINTON	6	X	X	X	X	X	X	X						
FOOTBALL	7	X	X	X	X	X	X	X	X	X				
VOLEYBALL	7		X	X	X	X	X	X	X	X	X			
BEACH VOLLEY	5		X	X	X	X	X	X	X					
HANDBALL	7			X	X	X	X	X	X	X	X	X		
FUTSAL	7				X	X	X	X	X	X	X	X	X	
TENNIS	5				X	X	X	X	X	X	X	X		
BASKETBALL	7					X	X	X	X	X	X	X	X	X
TABLE TENNIS	4									X	X	X	X	X
RUGBY 7s	3									X	X	X	X	X
CLOSING CEREMONY														X
TRAINING DAY		X												
COMPETITION DAY		X												

(*) Please note that training days will depend on final version of competition schedule.

7.2 TRAINING SESSIONS

All teams will have the right of book training sessions (at least 45 minutes a day), today onwards and until 48h before requested training session date the latest.

Filling a form and sending it to trainings@eusagames2012.com will be enough in order to request it. Finally, the day before each training day, official training schedules will be published.

7.3 GENERAL TECHNICAL MEETINGS

General technical meeting will be one day prior to each sport's first competition day.

7.4 SPORT VENUES

All sport venues will ensure each sport requirements, including dressing rooms for players and referees.

BADMINTON

- Rafael Lozano Municipal Sports Hall (Encinarejo)

MALE FOOTBALL

- Parque Figuerola Municipal Football Pitch
- Poniente Municipal Football Pitch
- Noreña Municipal Football Pitch
- Fontanar Stadium
- Montecronos Stadium (Rabanales Campus)

FEMALE 7 A SIDE FOOTBALL

- Montecronos Stadium (Rabanales Campus)

VOLLEYBALL

- Guadalquivir Municipal Sports Hall
- Margaritas Municipal Sports Hall

BEACH VOLLEYBALL

- Montecronos Stadium (Rabanales Campus)

HANDBALL

- Fuensanta Municipal Sports Hall
- Fátima Municipal Sports Hall

FUTSAL

- La Carlota Municipal Sports Hall (La Carlota)

TENNIS

- Real Aeroclub Tennis Club
- El Santuario Tennis Club

BASKETBALL

- Vista Alegre Municipal Sports Hall
- Menendez Pidal University Sports Hall
- El Naranjo Municipal Sports Hall
- Guadalquivir Municipal Sports Hall

TABLE TENNIS

- Rafael Lozano Municipal Sports Hall (Encinarejo)

RUGBY 7s

- Montecronos Stadium (Rabanales Campus)

8. OPENING AND CLOSING CEREMONY

8.1 Opening ceremony

To be held in Fontanar Stadium on Saturday, July 14th, starting at 20.00 and finishing at 21.00.

8.2 Closing ceremony

To be held in La Axerquia Theatre on Monday, July 23rd, expected at 23.00.

9. USEFUL INFORMATION

9.1 About Spain

Geography

At 504,782 km², Spain is the world's 51st-largest country.

Mainland Spain is a mountainous country, dominated by high plateaus and mountain chains. After the Pyrenees, the main mountain ranges are the Cordillera Cantábrica, Sistema Ibérico, Sistema Central, Montes de Toledo, Sierra Morena and the Sistema Penibético whose highest peak, the 3,478 m high Mulhacén, located in Sierra Nevada, is the highest elevation in the Iberian peninsula, while the highest point in Spain is the Teide, a 3,718 m high active volcano in the Canary Islands (the third largest volcano in the world from its base). The Meseta Central is a vast plateau in the heart of peninsular Spain.

There are several major rivers in Spain such as the Tagus, the Ebro, the Duero, the Guadiana and the Guadalquivir. Alluvial plains are found along the coast, the largest of which is that of the Guadalquivir in Andalusia.

Politics

The Spanish Constitution of 1978 is the culmination of the Spanish transition to democracy. The constitutional history of Spain dates back to the constitution of 1812. Impatient with the pace of democratic political reforms in 1976 and 1977, Spain's new King Juan Carlos, known for his formidable personality, dismissed Carlos Arias Navarro and appointed the reformer Adolfo Suárez as Prime Minister. The resulting general election in 1977 convened the *Constituent Cortes* (the Spanish Parliament, in its capacity as a constitutional assembly) for the purpose of drafting and approving the constitution of 1978. After a national referendum on 6 December 1978, 88% of voters approved of the new constitution.

As a result, Spain is now composed of 17 autonomous communities and two autonomous cities with varying degrees of autonomy thanks to its Constitution, which nevertheless explicitly states the indivisible unity of the Spanish nation. The constitution also specifies that Spain has no state religion and that all are free to practice and believe as they wish.

Tourism

During the last four decades the Spanish tourism industry has grown to become the second biggest in the world, worth approximately 40 billion Euros, about 5% of GDP, in 2006. Today, the climate of Spain, historical and cultural monuments and its geographic position together with its facilities make tourism one of Spain's main national industries and a large source of stable employment and development. The Spanish hotel star rating system has requirements much more demanding than other European countries, so at a given rating Spanish accommodations worth higher.

Energy

Spain is one of the world's leading countries in the development and production of renewable energy. In 2010 Spain became the solar power world leader when it overtook the United States. Spain is also Europe's main producer of wind energy. In 2010 its wind turbines generated 42,976 GWh, which accounted for 16.4% of all the energy produced in Spain.

On November 9, 2010, wind energy reached an instantaneous historic peak covering 53% of mainland electricity demand and generating an amount of energy that is equivalent to that of 14 nuclear reactors.

Other renewable energies used in Spain are hydroelectric, biomass and marine (2 power plants under construction).

Non-renewable energy sources used in Spain are nuclear (8 operative reactors), gas, coal, and oil.

History

The Iberian peninsula enters written records as a land populated largely by the Iberians, Basques and Celts. After an arduous conquest, the peninsula came under the rule of Rome. During the early Middle Ages it came under Germanic rule but later, it was conquered by Moorish invaders from North Africa. In a process that took centuries, the small Christian kingdoms in the north gradually regained control of the peninsula. The last Moorish kingdom fell in the same year Columbus reached the Americas. A global empire began which saw Spain become the strongest kingdom in Europe and the leading world power for a century and a half and the largest overseas empire for three centuries.

Continued wars and other problems eventually led to a diminished status. The Napoleonic invasions of Spain led to chaos, triggering independence movements that tore apart most of the empire and left the country politically unstable. Prior to the Second World War, Spain suffered a devastating civil war and came under the rule of an authoritarian government, whose rule oversaw a period of stagnation but that finished with a powerful economic surge. Eventually democracy was peacefully restored in the form of a parliamentary constitutional monarchy. In 1986, Spain joined the European Union, experiencing a cultural renaissance and steady economic growth.

Culture

Culturally, Spain is a Western country. Because of the great strength of its Roman heritage in almost every aspect of Spanish life, Spain is often described as a Latin country. Nevertheless, there have been many influences on many aspects of Spanish life, from art and architecture to cuisine and music, from many countries across Europe and from around the Mediterranean, through its long history.

The number of UNESCO World Heritage Sites in Spain, 40, is exceeded only by the number in Italy.

Spain

Sport in Spain has been dominated by football since the early 20th century, as Real Madrid C.F. and FC Barcelona are two of the most successful football clubs in the world. The country's national football team won the UEFA European Football Championship in 1964 and 2008 and the FIFA World Cup in 2010.

Basketball, tennis, cycling, handball, motorcycling and, lately, [Formula One](#) are also important due to the presence of Spanish champions in all these disciplines. Today, Spain is a major world sports powerhouse, especially since the 1992 Summer Olympics that were hosted in Barcelona, which stimulated a great deal of interest in sports in the country. The tourism industry has led to an improvement in sports infrastructure, especially for water sports, golf and skiing.

9.2 About Cordoba

Córdoba is a city with an enormous cultural and monumental legacy. Its ideal location, near to the river Guadalquivir together with the heritage of its different towns have made it the privileged place that it is. Córdoba is at the heart of Western history: its colossal caliph civilization, at the core in the Middle Ages, was the most brilliant in Europe in its time, a bridge between East and West.

It is one of the most visited Spanish capitals by tourists, partly due to its prodigious patrimonial and historical legacy. Cordoba gave the Roman civilization geniuses such as Séneca the philosopher or Lucano the poet, the Córdoba califal became the most learned and brilliant city in Europe during the X century where gifted men, poets, doctors, philosophers and spiritualists lived, some as universal as the philosopher Averroes or the Jewish doctor Maimónides. No less important, the city possesses accumulated patrimony following the Christian conquest. Churches, convents, hospitals, palaces and numerous elegant houses envelop the unique jewel which is the Mosque Cathedral and make of Córdoba one of the most monumental cities of Europe. La UNESCO in 1994 recognised the universal importance of the Cordovan historical wealth, extending the title of Patrimony of Humanity not only to the Mosque - Cathedral but to the old town also.

Climate, temperatures and weather in Cordoba

The Climate is Continental Mediterranean, with Atlantic influences. Winters (from December to March) are mild, although with some frosts, and Summers (from June to September) are very hot, with considerably daily thermic oscillations and maximum temperatures, which are the highest of Europe, exceeding every year the 40°C in several occasions. Although the minimum ones are cooler, the medium temperature is higher than 27°C in July and August (The highest temperature of Spain and Europe joined with Seville). The rainfalls are mainly concentrated in the cooler months and there is also an intense summer drought.

The medium values obtained, between the years 1971 and 2000, shows that during the month of July the, the media temperature is 27° C (with a maximum media of 36,2°C and a minimum one of 18.1°C) and a media humidity of 44%. In the same way, these values show that rainfalls in this month are higher or equal to 1mm and one stormy day, reaching a media of rainfalls gathered of 3mm. The media of cloudless days, during July, reaches to 20 and the total number of sunlight hours (approximately 11.35 hours by day).

The maximum temperatures recorded on the Airport Weather Station of Córdoba (placed 6 km from the city) are the 46.6°C of July 23rd 1995 and the 46.2°C of August 1st 2003.

9.3 Useful information

- Electricity: 220V/50Hz with European 2-pin plug
- Language: Spanish
- Time zone: GMT+1 (CET)
- Phone code: +34 calling code (calls from abroad), 00/+ exit code (calls to homeland)
- Mobile (GSM bands): 900 / 1800/ 3G 2100
- Emergency phone number: 112
- Police phone number: 091
- Running/tap water is drinkable in all facilities of the EUG
- Shops are usually opened from 10 to 14.00 and from 17 to 21.00 (credit cards are accepted in most of them)
- Currency: EURO

APPENDIX I

TRAVEL INFORMATION

Please, fill in the information displayed and send the file back to travelinfo@eusagames2012.com as soon as possible, in order to arrange your welcome, accommodation and transportation.

Please note that transportation provided by the OC will be available from MALAGA AIRPORT AND CORDOBA RAILWAY or BUS STATION.

Thank you very much for your cooperation.

COUNTRY:

UNIVERSITY:

CONTACT PERSON TRAVELLING WITH THE TEAM:

Name:

Mobile phone number:

ARRIVAL INFORMATION

ARRIVAL POINT:

FLIGHT or TRAIN NUMBER:

DATE:

TIME:

NUMBER OF PEOPLE COMING:

DEPARTURE INFORMATION

DEPARTURE POINT:

FLIGHT or TRAIN NUMBER:

DATE:

TIME:

NUMBER OF PEOPLE COMING: