



bartercard

# Travel Request Form

**PERSONAL DETAILS:**

<b>Full Name :</b>	<b>Company :</b>
<b>Bartercard Card Number :</b>	<b>Expiry Date :</b>
<b>Phone :</b>	<b>Fax :</b>
<b>Email :</b> (Your quote will be sent to the provided email above.)	<b>Is the traveller a Bartercard card holder?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>

**DESTINATION:**

<b>Destination :</b>
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**TRAVELER INFORMATION:**

<b>Number of guests :</b>	<b>Adults</b> <input type="checkbox"/>	<b>Children</b> <input type="checkbox"/>	<b>Infants</b> <input type="checkbox"/>	<b>Ages of children :</b>
<b>Please state all traveller's names: (title/initial/surname)</b>				

ACCOMMODATION REQUIRED: ☐ Yes ☐ No (Please circle grade & type of accommodation required.)

<b>Grade of Accommodation :</b> Budget / Moderate / Luxury			<b>Type :</b> Hotel / Motel / B&B / Resort / Apartment	
<b>Hotel Name - if known</b> (Please leave blank for a quote of available members if no preference.)	<b>Check-in Date</b> *required field*	<b>Check-out Date</b> *required field*	<b>Location</b> *required field*	<b>Room Type / Bedding Configuration</b> (eg. Twin-bed, Double-bed, Extra-bed)
<b>Additional requirements :</b>				

**RENTAL CAR REQUIRED:** ☐ Yes (if available for destination) ☐ No

(Please circle car type and car size required.)

<b>Car Type :</b> Automatic / Manual		<b>Size :</b> Compact / Medium / Large / Campervan	
	<b>Date</b> *required field*	<b>Time</b> *required field*	<b>Location</b> *required field*
<b>Pick up :</b>			
<b>Drop off :</b>			
<b>If require pick-up and/or drop-off car hire at airport, the details below must be completed for a quotation:</b>			
	<b>Flight Number</b>	<b>Date</b>	<b>Time</b>
<b>Arrival Flight :</b>			
<b>Departure Flight :</b>			
<b>Additional requirements :</b>			

**TRANSFER REQUIRED:** ☐ Yes ☐ No

(Transfers will be from airport to hotel/motel and vice versa unless otherwise specified)

<b>Flight Number</b>	<b>Date</b>	<b>ETA</b>	<b>Transfer from airport to (your location)</b>
<b>Flight Number</b>	<b>Date</b>	<b>ETD</b>	<b>Transfer from (your location) to airport.</b>
<b>Additional requirements :</b>			

**Complete all details.** Accuracy enables quicker turnaround times from suppliers. Your quote will be sent to your provided email. Please send requests 4 weeks prior to travelling.

**Return this form to:** [travel@bartercard.co.th](mailto:travel@bartercard.co.th) or fax to: (+66) 0 2049 3112