

# REQUEST FORM FOR FINANCIAL SUPPORT FROM TYPHOON COMMITTEE TRUST FUND (TCTF)

**ESCAP/WMO Typhoon Committee 13th Integrated Workshop**  
**Chiang Mai, Thailand, 5 – 9 November 2018**

**PLEASE COMPLETE THIS FORM IN BLOCK LETTERS AND RETURN TO ESCAP/WMO TYPHOON COMMITTEE SECRETARIAT**  
**E-MAIL: [info@typhooncommittee.org](mailto:info@typhooncommittee.org) and [lisa@typhooncommittee.org](mailto:lisa@typhooncommittee.org)**  
**WITH A COPY OF THE ITINERARY INDICATING THE AIRFARE AMOUNT**

To allow for the processing of BANK TRANSFER in due time, this form should be received well ahead at least nine working days before the meeting's dates (**19 October 2018**)

Please kindly arrange to purchase your ticket, you must obtain prior authorization from ESCAP/WMO Typhoon Committee Secretariat. Thereafter seek airfare confirmation ESCAP/WMO Typhoon Committee Secretariat. Please note that reimbursement will be made after the travel, upon submission of original ticket invoice and original boarding passes.

## 1. PARTICIPANT

Please complete name information as appearing in your passport (all fields must be filled in):

Family Name				Male <input type="checkbox"/> Female <input type="checkbox"/>
Maiden Name (if applicable)				
First Name				
Address				
City		Postal code		
Country				
Phone No. (Mobile)		Phone No. (Office)		
E-mail address				

## 2. Applicable rules

Please note that, as per travel rules, participants must ensure that bookings are made in **economy class**, by the most direct and economical route, using the airline offering the cheapest airfare

Evidence of travel (original of boarding passes for air travel or hotel bill when travel has been undertaken by train or car) will have to be submitted to TCS within one month after completion of travel. Failure to do so will result in recovery of DSA.

## 3. AIRFARE AND DAILY SUBSISTENCE ALLOWANCE (DSA)

Payment procedure of Airfare and DSA will be paid by **bank transfer**. Please indicate full bank details:

Name of the bank			
Address			
City – Country		Phone No.	
Account Holder's Name			
Account Number		Currency of account	
SWIFT Code			
ABA Code (USA)			
IBAN Code (Europe except UK)			

Remarks:

.....

Signature of the participant: .....

Date: .....