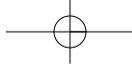


## 7th INTERNATIONAL PROFESSIONAL DEVELOPMENT FELLOWSHIP PROGRAMME - 2012

### SUGGESTED ITINERARY:

Date	Activity / Details
<b>DAY 01</b> (15th Jun)	<ul style="list-style-type: none"> <li>■ Arrival in different Hub before three hours in the International Terminals as per the schedule given above. From Kolkata, the Flight is on 14th June 12 Night.</li> <li>■ Meet &amp; Assist by Make My Trip representative at the Airport</li> <li>■ Complete Check in and immigration formalities</li> <li>■ Board your Emirates flights as per the given scheduled to Dubai.</li> <li>■ All delegates will take the Flights from Dubai International Airport to Johannesburg</li> </ul> <p><b>Johannesburg - Sun City</b></p> <ul style="list-style-type: none"> <li>■ Upon arrival at Tambo International Airport, clear the custom and immigration formalities.</li> <li>■ Group assemble along with the MakeMyTrip Professional Tour Manager and proceed towards Sun City.</li> <li>■ In the afternoon leave for a Palace Tour by walk.</li> <li>■ The Sun City complex is surrounded by two championship golf courses, numerous swimming pools and a huge man made lake offering various water sports.</li> <li>■ Optional activities (at extra cost) include Hot Air Ballooning. Enjoy lunch at the Raj Indian Restaurant. Then you could relax at the Valley of the Waves, or take a walk through the gardens of the Lost City. This magical city knows no limits - you have the chance to win a fortune at the Casino and Entertainment Centre, there are lavish extravaganzas and a multitude of restaurants to cater for every taste.</li> </ul> <p><b>Overnight stay at Hotel.</b></p> <ul style="list-style-type: none"> <li>■ <b>Meals</b> : Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 02</b> (16th Jun)	<p><b>Sun City</b></p> <ul style="list-style-type: none"> <li>■ Early morning drives to Pilanesberg Nature Reserve to see the Big 5. After breakfast you will enjoy your day at leisure.</li> <li>■ Overnight at Hotel.</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 03</b> (17th Jun)	<p><b>Sun City - Johannesburg</b></p> <ul style="list-style-type: none"> <li>■ After breakfast transfer to Johannesburg.</li> <li>■ En route Visit Lesedi village.</li> <li>■ Lunch at Indian Restaurant</li> <li>■ Check in to the Johannesburg hotel</li> <li>■ Half day Johannesburg city tour dotted with museums in the centre of town that provides a valuable heritage of the history of the nation. You pass through the Nelson Mandela Bridge, Gold Reef city &amp; visit Museum of Africa. You will be visiting the Carlton Centre &amp; have a great panoramic view of the City Centre. The last stop will be the famous Gandhi Square. You will visit the erstwhile Business district of Johannesburg, originally a mining camp,</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 04</b> (18th Jun)	<p><b>Johannesburg</b></p> <ul style="list-style-type: none"> <li>■ Breakfast at hotel</li> <li>■ Full day conference begins with two tea / coffee breaks &amp; Continental Lunch</li> <li>■ Half day city tour &amp; shopping drop for spouses with Lunch at Indian Restaurant</li> <li>■ Dinner at the Indian Restaurant</li> <li>■ Overnight at hotel</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 05</b> (19th Jun)	<p><b>Johannesburg - Cape Town</b></p> <ul style="list-style-type: none"> <li>■ After breakfast, group checks out the hotel and transferred to the Airport in order to take your flight to Cape town</li> <li>■ Arrive Cape Town</li> <li>■ Welcome to Cape Town. The region of South Africa that you are in, the Western Cape Province, is of extraordinary diversity and, with its numerous attractions and famous landmarks, it offers various day tour and sightseeing options. Visit Victoria &amp; Alfred Waterfront.</li> <li>■ Indian Lunch at the Local Indian Restaurant.</li> <li>■ Group Transfer to the Hotel for Check In.</li> <li>■ Afternoon free at leisure.</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>





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<b>DAY 06</b> (20th Jun)	<b>Cape Town</b> <ul style="list-style-type: none"> <li>■ After enjoying breakfast at the hotel, group proceeds for an exciting city sightseeing tour. Take a cable car to the top of Table Mountain for a panoramic view of the entire city and coastline. Thereafter, visit the historic Malay Quarter and the South African Museum with its famed Bushmen exhibits, the Cape Castle and other interesting sights. Later on, visit the Victoria &amp; Alfred Waterfront, which is South Africa's most talked about tourist venue chockablock with shops and restaurants. Enjoy the rest of the day at leisure at the harbour and waterfront. Alternatively, you can also explore the city and its many avenues before finally returning back to your hotel.</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 07</b> (21st Jun)	<b>Cape Town</b> <ul style="list-style-type: none"> <li>■ Breakfast at your hotel.</li> <li>■ The group will commence on a full day tour of Cape Point. We flank the cold Atlantic Ocean en route to Hout Bay. Once a fishing community now one of the most popular residential areas, the harbour still has a charm of days gone by. Enjoy a half hour cruise to Seal Island or for the not so adventurous the fish market Mariners Wharf is a must. We now continue alongside the Indian Ocean, and stop to see the Jackass penguin colony, which has become well established, at Boulders beach near Simons Town. Then we travel onwards until we reach Cape Point and the Cape of Good Hope. Said to be the romantic meeting place of the two mighty oceans, the Atlantic and the Indian, Sir Francis Drake the Explorer once called it the fairest Cape that we saw in the whole circumference of the Globe. And rightly so, it must be the highlight of any visit to the Mother City, if not South Africa. Our last stop of the day is at the Kirstenbosch Botanical gardens, home of some 3500 species of Southern African fauna and flora.</li> <li>■ Gala Dinner at the Indian Restaurant.</li> <li>■ <b>Meals</b> : Breakfast, Lunch &amp; Dinner (Indian)</li> </ul>
<b>DAY 08</b> (22nd Jun)	<b>Return</b> <ul style="list-style-type: none"> <li>■ After a scrumptious breakfast, groups check out the Hotel and transferred to Cape Town</li> <li>■ Shopping drop and lunch at Indian Restaurant</li> <li>■ Town International Airport in order to board your flight back home.</li> </ul>

■ Reaching at various destination in India on 23rd June, 2012  
 ■ Delegates who opt for extended tour to Dubai, will proceed for such tour upon arrival at Dubai Airport.

### Package cost: (per person)

The cost of the tour per person on the basis of twin/multiple sharing/single occupancy, all inclusive are as follows:

Sl	Particulars	Package Cost Per Person	
		Ex-Mumbai/Chennai/Kolkata	Ex-Delhi /Hyderabad
A	Cost Per Adult (Twin / Double) Sharing basis	Rs.1,23,100/- (One Lakh Twenty Three Thousand and One Hundred Only)	Rs.1,24,100/- (One Lakh Twenty Four Thousand and One Hundred Only)
B	Child without bed (Age 2 - 12 yrs)	Rs. 77,000/- (Seventy Seven Thousand only)	Rs. 77,500/- (Seventy Seven Thousand Five Hundred only)
C	Child with bed ) (Age 2- 12)	Rs.1,13,500/- (One Lakh Thirteen Thousand Five Hundred only)	Rs.1,14,500/- (One Lakh Fourteen Thousand and Five Hundred only)
D	Infant (upto - 2 Yrs)	Rs.8000/- per infant ( Eight Thousand only)	Rs.8300/- per infant ( Eight Thousand three hundred only)
E	Single Occupancy	Rs1,51,000/- (Rupees One Lakh Fifty One Thousand only)	Rs.1,52,000/- (Rupees One Lakh Fifty Two Thousand only)

### Package cost Includes:

- Return economy class group airfare with taxes
- South Africa VFS Visa Charges
- 02 nights' accommodation at The Sun City
- 02 nights' accommodation at Johannesburg
- 01 Full day conference in Johannesburg with 02 tea/coffee break & Lunch at the hotel
- Half day city tour along with shopping drop for the spouses not attending conferences
- 03 nights' accommodation at Cape Town

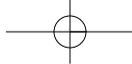
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- All transfers and sightseeing as per tour itinerary with A/C Deluxe coaches
- All meals as per the above said itinerary
- All transfers, entry fees, tips if any & sightseeing as per the above said itinerary
- 02 bottle of water per person per day (01 liter)
- Assistance of English speaking guide
- Gala Dinner at the Indian Restaurant in Capetown
- LCD projector during the conference, basic conference equipments, 01 Cordless mike, Podium
- Services of a Make My Trip Tour Director from Delhi to Delhi
- All currently applicable airline & other related taxes.
- Travel Insurance covering amount USD 50000/- per Delegate.
- ICSI branded travel bag for all the delegates
- Pouches for passport, etc.

### Package Cost excludes:

- 1 Anything not specifically mentioned in the "Tour price includes" as above which shall be borne by the participants.
- 2 Any other expenses of personal nature.
  - a. Cost of US \$ 25,000 granted by RBI under the basic travel quota (BTQ) scheme.
  - b. Porterage at hotels, airports, tips, laundry, wines, mineral water and all items of personal nature not forming part of the tour menus.
  - c. Gratuities to tour guides, game rangers, drivers and restaurant staff for services rendered.
  - d. Anything not specifically mentioned in the "Package includes" as above.

### Payment Terms:

Mode of Payment for Delegates:

Booking amount either full or initial payment of Rs.1,00,000/- on or before 18th May 2012.

Balance amount if any by 31st May 2012

### Cancellation Charges:

After issuance of Tickets and filing of Visa application Or purchase of ticket whichever is later (i.e. before the date when non-refundable air ticket payment is made by the tour operator to the Airlines -*up to 1500hrs on 30th May'12)	50% of the total Tour price
After issue of the ticket or visa application from 31st May 2012 till seven days before departure *(I.e. up to 1500hrs on 07th June'12)	75% of the Tour Price
Within 07 days of Departure (I.e. before 1500hrs)	100% of the tour price

\* Determination date for cancellation charges would be subject to actual date of procurement of air ticket and filing of application for visa.

### Special Note:

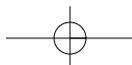
- 1 Please Note that the above package price is based on 60 adult paying and traveling passengers from the hub(s) given and any reduction or addition to the same can change the costs provided, and subject to availability.
- 2 Check in time is 1400 hrs and Check out time is 1200 noon at all the destinations where the participants will be staying. Early check in / Late Checkout is subject to availability at the hotel. In case of confirmed early check-in are required, extra charges payable to the hotel will be applicable and the same be borne by the delegate.
- 3 Tour itinerary will be as mentioned above. Any modification in the terms of itinerary is not allowed unilaterally. Amendment in the same need to be mutually agreed.
- 4 If the delegate does not arrive or depart in time with the group as per the itinerary, any additional charges for the transfer will be incurred by the delegate only.
- 5 If groups arrive from different hubs and separate transfers are required or incase of any additional services required, then the applicable cost would be advised & charged to delegate.
- 6 Accommodation, meals and sightseeing/tour as per Hub wise itinerary.
- 7 No refund or reduction will be given for any services, which are not utilized, mentioned in the Tour inclusions.
- 8 All arrangements made by Make May Trip (India) Pvt. Ltd are in the capacity of an agent only. Make May Trip (India) Pvt. Ltd will not be liable for claims or expenses arising from circumstances beyond our control such as accidents, injuries, delayed or cancelled flights & acts or forces of nature. All passengers must be covered by suitable travel/health insurance prior to departure from the country of origin.
- 9 In the event of any changes in the flight schedule, the itinerary will change.

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- 10 All timings are subject to local road and traffic conditions.
- 11 The general transportation included is not on disposal basis, and any extra running will be charged. All airline details depicted above are as on date, & beyond our control. The airlines may change the type or kind of aircraft.
- 12 All specified guide/assistant/interpreter languages are subject to availability.
- 13 Porterage & Room drop is not included in the cost.
- 14 Kindly note that advance paid to the airlines to hold inventory is non refundable.
- 15 Any incidental or actual expenses to be paid over and above the tour price to be borne by the individual delegate/traveller.
- 16 In case of change / extension of tickets, delegate/ traveller will incur the cost individually.
- 17 Please provide your meal request (Vegetarian/Non-vegetarian/Jain Meals) well in advance, at least 30 days prior to the departure.
- 18 All the delegates/travelers are requested not to shift from allocated seats because crew supply special meals on the bases of seats allocated as per the seat chart.
- 19 Make My Trip (India) Pvt. Ltd. does not accept responsibility under any circumstances whatsoever, for visas refused and/or not applied for due to delayed documents. MakeMyTrip India Pvt. Ltd shall only assist passengers in securing and obtaining the necessary travel documents to the best of their ability. If the embassy or consulate requests for the traveler to be present for an interview, the traveler will have to make it on the designated place, time and date for the interview at his/her own cost.

### REGISTRATION PROCEDURE

Members of ICSI are requested to confirm their participation, with / without spouse and/or children by sending a covering letter accompanied by the photocopies of the passport and an initial amount of Rs. 1,00,000 per person travelling by way of Demand Draft only issued in favour of the "Institute of Company Secretaries of India" payable at New Delhi or by / Electronic Fund Transfer and has to reach the Assistant Director (SNM), ICSI House, 22 Institutional Area, Lodi Road, New Delhi 110 003 on or before 18th May, 2012 positively. Registration may however be withdrawn by a delegate subject to cancellation charges mentioned above. Any request received for withdrawal after this date shall attract forfeiture of said registration charges.

The balance payment be made by the member/delegate on or before 31st May, 2012 by Demand Draft / Electronic Fund Transfer only issued in favour of The Institute of Company Secretaries of India payable at New Delhi.

Delegates may also pay the entire amount at the time of registration.

Please note that joining to this program is limited to members of the ICSI and their spouse and children.

It may further be noted that considering limited number of seats, the registration for this International Professional Development Programme will be made on first-paid -first-admitted basis.

Please Note: Registration forms will be uploaded on the website shortly.

### VISA PROCESS TO BE FOLLOWED

- Make May Trip (India) Pvt. Ltd will undertake the entire Visa Process for each and every registered delegate
- Upon receipt of Delegate Registration Confirmation from ICSI, the delegate will send the requisite documents to Make May Trip (India) Pvt. Ltd office before the deadlines mentioned below. The name of concerned representative of Make May Trip (India) Pvt. Ltd will be announced later.

### SOUTH AFRICAN VISA REQUIREMENTS

#### Documents required from the visiting Individual

- a) Visa form dully filled and signed along with Power of attorney duly filed and signed.
- b) 02 colored photograph (35 x 45 mm, white background, 80% of the face should be covered).
- c) 06 months passport validity from the date of travel with Minimum 03 blank pages in the passport.
- d) Bank statement for last 6 months including address and telephone number of the bank, A/C holder's name & address with stamp and signature of bank.
- e) If businessmen then business bank statement also required.
- f) If Salaried; then copy of salary slips also required for last six months.
- g) Last 03 yrs ITR both personal and business (if any).
- h) Personal Covering letter addressing to South Africa Consulate/Embassy in India.
- i) If you are self employed, registration of the company, partnership deed and Memorandum of Article (MOA) is required.
- j) Two copies of passport first and last page to be submitted.
- k) In case of minor prescribed form shall be filled up.
- l) A no objection certificate should be produced by parents in case minor is traveling alone. NOC should be signed by both parents.
- m) A minor traveling with one of the parents, the other parent should issue NOC.

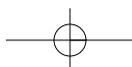
#### Documents required from the Corporate in case of sponsored Delegates

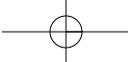
- a) 06 months bank statement (original)
- b) 03 years ITR
- c) Covering letter duly printed on Company's Letter head
- d) Scheme floatation details on its basis passenger's have been qualified for free trip

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e) Article and Memorandum of Association

**Time Taken in processing visa applications = 10 Working Days approximately**

**Note- Actual processing time may vary on a case to case basis and is at discretion of Embassy/Consulate. Also please note that number of days given above are working days (exclusive of Embassy/ Government Holidays).**

**VISA CO-ORDINATION WILL BE MADE BY MAKEMYTRIP TEAM**

### DEADLINES TO SEND DOCUMENTS TO MAKE MY TRIP

- First cut off - 20th May 2012
- Second cut off - 25th May 2012

**Deadlines will not be extended after this.**

Couriers should be sent on the below name and address:

### MAKE MY TRIP (INDIA) PVT, LTD CONTACT

DELHI:

#### ICSI SOUTH AFRICA TOUR (15 -23 June 2012)

Ms.Ruchi Bajaj  
MICE Department  
Make My Trip (India) Pvt. Ltd,  
Tower A, SP Infocity, Plot No. 243, Udyog Vihar,  
Phase - 1, Gurgaon, India -122016  
Mobile No : +91- 9971707894  
Concerned Email ID : [ruchi.bajaj@makemytrip.com](mailto:ruchi.bajaj@makemytrip.com)

*For any query, please feel free to contact:*

**Surya Narayan Mishra**  
Assistant Director (Administration)

The Institute of Company Secretaries of India  
ICSI HOUSE', 22 Institutional Area,  
Lodi Road, New Delhi - 110003  
Tel.No.011-45341023  
E-mail: [surya.mishra@icsi.edu](mailto:surya.mishra@icsi.edu)



### Extended Tour to Dubai ( Two Nights /Three Days )

For Extended Tour to Dubai ( Two Nights /Three Days ) after original South Africa Tour , interested Delegates are requested to pay following additional fee in addition to Rs. 100, 000 initial payment per person.

Single occupancy basis	Double occupancy basis & Twin sharing basis	Child (Age 2- 12) (without Bed)	Child (Age 2- 12) (with Bed)	Infant (0 - 2 Yrs)
31000	22000	17000	20000	4000

**Note :** Extended Tour to Dubai will be undertaken subject to minimum 10 PAX. As mentioned under Flight Details return from Dubai will be to the hub in Mumbai and / or Delhi only. Participants will have to pay for their travel back to their original destination separately. The entire amount has to be paid along with the advance payment and the participant may specify so in the letter accompanying the payment.

**Details of the Tour Programme and extended Dubai Tour will be posted at [www.icsi.edu](http://www.icsi.edu)**

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