

**Conference on Social Impact of the Economic Crisis  
in Eastern Europe, Central Asia and Turkey  
Almaty, Kazakhstan, 7-8 December 2009**

**HOTEL RESERVATION AND VISA REQUEST FORM**

**1. All participants please complete and return this form to Ms. Irina Kolykhalova, UNDP Kazakhstan at [irina.kolykhalova@undp.org](mailto:irina.kolykhalova@undp.org) in order to ensure a room in Hotel Intercontinental. Deadline: 23 November 2009**

**2. For participants who need an entry visa to Kazakhstan, please send all information on the following page to Mr. Sholpan Jandayeva at [sholpan.jandayeva@undp.org](mailto:sholpan.jandayeva@undp.org), UNDP Kazakhstan. Deadline: 20 November 2009**

1. BASIC INFORMATION			
<input type="checkbox"/> <i>Mr.</i>	<i>Family Name</i>	<i>First Name</i>	
<input type="checkbox"/> <i>Ms.</i>			
<i>Organization</i>		<i>Title</i>	
<i>Telephone (incl. country code)</i>			
<i>Email</i>			
2. ARRIVAL & DEPARTURE INFORMATION			
<i>Arrival Date</i>	<i>Arrival Time</i>	<i>Departure Date</i>	<i>Departure Time</i>
<i>Flight no.</i>		<i>Flight no.</i>	
<input type="checkbox"/> <i>I would like to be picked up from the airport.</i>			
3. HOTEL RESERVATION			
<input type="checkbox"/> I would like to reserve a <b>standard single room at Hotel Intercontinental</b> for the duration of my stay in Almaty, as indicated in the itinerary above.			
The special rate for meeting participants at Hotel Intercontinental is US\$ 178. Please check with your agency or inviting organization to confirm whether your hotel cost is covered by the conference organizers.			
If you have any special requirements, please indicate here:			

**IMPORTANT REMINDER: If you require assistance in obtaining a visa to enter Kazakhstan, please see the next page.**

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**INFORMATION REQUIRED FOR VISA APPLICATION**

**For participants who need an entry visa to Kazakhstan, please send the following information to Mr. Sholpan Jandayeva at [sholpan.jandayeva@undp.org](mailto:sholpan.jandayeva@undp.org), UNDP Kazakhstan.**

**Deadline: 20 November 2009**

1. Surname, name
2. Sex
3. Date and place of birth
4. Nationality
5. Passport or UNLP №: (has to be valid for more than 6 month after visa expiration date)
6. Date issued
7. Date of expiry
8. Occupation
9. Permanent Address
10. Period of stay
11. Country and city where visa is to be issued (please note that a one time one month visa on arrival at the airport is possible; to avoid delays at the airport, obtaining visa prior to travel is strongly encouraged)
12. Purpose of visit
13. Mode of travel (air, road, etc.)
14. Scanned copy of passport or UNLP (showing photo and date of validity)

**Please note:**

It will take 7 business days to process your visa request and to provide you with a visa reference number, with which you can obtain the visa at the Kazakhstan Embassy or Consulate in your country.

Visa on arrival is possible but the same information must be provided by the deadline to ensure that you can obtain the visa on arrival.

Citizens of the following countries do not need visa to enter Kazakhstan, if the period of stay does not exceed one month: Azerbaijan, Armenia, Belarus, Georgia, Kyrgyzstan, Moldova, Mongolia, Russia, Tajikistan, Turkey, Uzbekistan, and Ukraine.