|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title** | **Surname:** | **Name:** | **DOB:** | **Gender** | **Relation** |
| **Mr** | **Chouhan** | **Arnav** | **08 Sep 2003** | **Male** | **Myself** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Traveler Name(s)**

**(Pls note relocation policy covers travel and stay for Team member, spouse, and children only)**

**(In case of Campus Hire, only one parent travel is allowed)**

**(For pre-joining visit the policy covers travel/stay for Team member and spouse)**

|  |  |
| --- | --- |
| **Email id** | **arnavchouhanofficial@gmail.com** |
| **Designation** | **Intern Analyst** |
| **Employee id of the New Joiner** | **2183536** |
| **Contact number** | **9309048985** |
| **Alternate number** | **6385498985** |
| **Joining Location and Billing AU of the New Joiner**  **Pls provide the Physical joining location of the new joiner and joining location specific AU code. There**  **should be no mismatch between the AU and**  **Location details.**    **Example: if Employee joining in BLR, pls specify BLR 1**  **Or BLR 2 location and relevant BLR AU)** | **BLR** |

**Purpose of Travel**

**❒ Relocation (1428)**

❒ Interview travel (1429)

**Base Location of the Team member**

**BLR-Bengaluru**

**Mode of Travel (pls highlight)**

❒ Flight

❒ Train

❒ Self-arrangements

**Itinerary Details.**

**(Pls copy and paste the preferred flight details from the options provided by Travel Team)**

**Offer 2 (Bangalore-Pune) Onward**

**Flight Departure Arrival Duration** Indigo

6E-6104

11:40,July 20,

2025,Bangalore

(BLR),Terminal 1

13:10,July 20,

2025,Pune

(PNQ),Terminal 1

01:30 **Stops** 0

Base Corporate Adult 2969 Tax 1248 **Fare Type (INR)**

Total 4217

Airbus A320

Other Cabin :Economy

Refundable

Baggage :15K

Fee

Cancellation: 199

Reissue: 0

A screenshot of a computer

AI-generated content may be incorrect.

**Frequent Flier details (if any)**

|  |  |
| --- | --- |
| Airline | Membership number |
|  |  |

**\*Hotel Request**

**Pls update the table with the checkin and checkout dates only. Kindly note the hotel standard check-in time is 2pm and checkout time is 12pm. Please plan your flights accordingly.**

**Pre visit trip – Stay booking can be done only for Team member and spouse.**

**Relocation – Stay booking can be done for Team member, spouse, and children as per relocation policy. In case of Campus hire, Team member and one parent stay is covered.**

**Kindly note for hotel stays above 7nights - all 3 meals, 4pcs of laundry per day per room and WIFI is covered. The above inclusions are not provided for stay below 7nights.**

**In case the stay needs to be extended beyond 14nights, it will be done based on Manager approval for a maximum of 7nights. In case of extension, pls note the entire duration of stay of 14nights and extended period will be taxable to the Team member. Kindly reach out to the Recruiter/HR for more details on the tax to be charged.**

|  |  |  |  |
| --- | --- | --- | --- |
| Hotel | City | Check-in date/Time | Check-out date/Time |
|  |  |  |  |

|  |
| --- |
| Any additional requirement: (pls specify) |
| Seat preference: window seat  Meal preference: non veg |