



To: Participants of the seminar "Dangerous Paths of Media: Youth against Violence"
December 9-14, 2006
Barcelona & Andorra

Concerning: Requirements for tickets

Dear Participant,

Please read information below carefully:

- I. If you are using ordinary tickets, please do not forget to bring with you the receipts/invoices for the tickets as well as all parts of all tickets themselves (boarding passes, etc.).
- II. If you are buying electronic ticket:

We require proof of payment and boarding passes.

1. What we cannot accept is just a booking reservation (as this shows a price payable, not an amount paid). In many cases the actual amount paid is different than the price on the reservation.
2. The usual method of a copy of the ticket is clearly not an option, but there are alternatives. It may depend on the airline involved but based on our knowledge of what is often available and of examples we have received, and in order to inconvenience the participant least, the supporting documents we would accept are, in priority order:

- a) A copy of the Email confirming the flight details and the **amount paid**.
- b) A subsequent statement of **payment** from the airline also sent via the Internet. This is not necessarily part of the booking procedure, but is something which the User can request at a later date.
- c) Any other form of statement of flight details and **payment** issued by the airline or travel agency.
- d) An extract of a bank or credit card statement showing the payee and the amount. The participant can of course blank out other transactions on the extract in order to keep them confidential.

Finally, please be advised that **ALL** participants are required to follow these indications, since upon your arrival we will kindly ask all participants to present their tickets to make copies.

Please do not hesitate to contact me if there will be any questions.

Sincerely,

Sarah Wong
IFLRY Executive Director

International Federation of Liberal Youth
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