

THE INTERNATIONAL CENTRE GOA
Card Holders for Institutional Membership

<i>Institutional Membership No:</i>	
<i>Name of the Institution:</i>	
<i>Address:</i>	
<i>Name of the Executive Head:</i>	
<i>Designation:</i>	
<i>Email Address:</i>	
<i>Membership Contact Person:</i>	
<i>Designation:</i>	
<i>Email Address:</i>	

<i>Names of Cardholder</i>		Paste Photo
<i>Designation</i>		
<i>Specimen Signature</i>		
<i>Email Address</i>		

<i>Names of Cardholder</i>		Paste Photo
<i>Designation</i>		
<i>Specimen Signature</i>		
<i>Email Address</i>		

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<i>Names of Cardholder</i>		Paste Photo
<i>Designation</i>		
<i>Specimen Signature</i>		
<i>Email Address</i>		

<i>Names of Cardholder</i>		Paste Photo
<i>Designation</i>		
<i>Specimen Signature</i>		
<i>Email Address</i>		

Name and Signature of the Executive Head

Date

ABOUT MEMBERSHIP CARDS

1. Institutional Membership

- a) On approval of membership, the institution is required to nominate upto four Individuals from their Organization and submit this form duly signed by each of the nominees for membership cards to be issued. The institution may at its discretion ask for fresh cards in the event of any of the nominated employees retiring/ leaving their institution.
- b) The cardholders can use the facilities of the Centre including guest-rooms and conference facilities as regular members at concessional rates. The cards will entitle them to avail of services and facilities at member's rate. Should any members of the Institution wish to use the facilities of The International Centre, Goa for official work of the Institution, they will also be given concessional member rates, provided they carry an authorization in writing from the Institution to this effect.
- c) The institutions may also recommend other employees or their guests/ clients for stay at the Centre at member rates provided the amount is billed and paid for by the institutional member.
- d) The members are required to return the card to the Centre upon their retirement or resignation from the organization. The Organization is required to nominate fresh members in their place.

2. Duplicate Membership Cards to Members

- a) Members are to inform the Centre in writing of any loss of membership cards. To obtain fresh membership card, a request form has to be filled in and sent to us. The form is available on our website. A fee of Rs. 500/- (+ Service Tax as applicable) will be applicable for replacement of each membership card.