



Application for meeting facilities and services at Greenland Institute of Natural Resources

Instructions:

*All fields in this form marked with * must be filled in by applicant before submission.
The completed form must be e-mailed to Greenland Institute of Natural Resources (GINR):
booking@natur.gl*

Reserved for GINR (Booking number)

Basic information

***a) Date of application (DD-MM-YY)**

b) GINR / GCRC project number – if available

***c) Project title**

***d) Name of principal investigator / project leader (PI)**

***f) Invoice address**

***i) PI e-mail address**

***j) PI phone number**

***k) Contact person while/if PI is in the field (Name, address, phone & e-mail)**

l) Brief description of project

Standard terms & conditions

- GINR will normally not charge services before they are completed. However, in all cases, GINR reserves the right to charge the full amount of any given service immediately after a booking has been agreed.
- All types of bookings may be cancelled by the costumer free of charge until 7 calendar days before delivery of the booked service. If the costumer cancels his

booking later than 7 calendar days before completion – or does not show up at all at the time agreed - GINR reserves the right to charge the full amount of the service booked.

Specification of need for meeting facilities and services

1) Date of meeting and total number of participants

Meeting date(s), total number of meeting participants - please specify

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2) Meals and services from our canteen (see current price list at GINR website)

Please specify quantity in table below

Meal / service	Quantity - please specify
Lunch, daily menu and regular visitors. DKK 40,00	
Lunch, guest arrangement. DKK 100,00	
Morning coffee with bread. DKK 50,00	
Afternoon coffee with cakes. DKK 50,00	
All day arrangement. DKK 200,00	
Evening arrangement. DKK 300,00	
Soft drinks. DKK 15,00	
Beer (evening arrangement only) at purchase price	
Wine (evening arrangement only) at purchase price	
Liquor (evening arrangement only) at purchase price	

3) Rental of meeting rooms from day to day

Room	Price pr day	No. of days – please specify
Multi room / Old Library	DKK 1.000,00	
Other meeting room	DKK 500,00	

4) Other needs in relation with your meeting at GINR?

Other needs - please specify

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Reserved for GINR (List of changes)

Date(s), change

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