

Emirates Medical Association Meeting Space Request

In order to serve our Societies better, meeting space is available to all Societies to conduct their events. As there is great demand for meeting spaces, we request that meetings and events are booked individually. Further sessions are booked after your meeting is complete.

The meeting room MUST be booked through EMAIL at: Umair@ema.ae

Please note that your booking is **NOT COMPLETE** until you receive a confirmation **EMAIL** from Emirates Medical Association.

Please allow up to 3 BUSINESS DAYS for us to process your request.

If you do not receive a confirmation email within this time, please call 04-2556655

Society:		
On Site Contact Person		
Name of Meeting/Even	t:	
Date(s):	Start Time:	End Time:
Number of People Atte	nding:	
Purpose of Meeting/Ev	ent: (Your meeting request will NOT b	pe processed without this information.)
Additional Requiremen	ts:	
Name:	Signature:	Date:

Names of Attendees:

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