



Fall 2010 American Education Fairs Optional Services Registration Form - TAIWAN

Registration Deadline: August 15, 2010

Payment deadline: August 30, 2010

Please refer to the **Optional Services and Preparation Guide** prior to completing this form. Please complete the entire form. For assistance, please call AIEF at 714-985-1995.

Institution Name: _____

Contact Name: _____ Phone: _____ Email: _____

Primary Traveling Representative's Name: _____ Phone: _____ Email: _____

EVENT INFORMATION

FAIR GUIDE LISTING

In order to list your school's information in the Fair Guide, each participating school needs to complete the **Fair Guide Information Form** located at: http://www.aief-usa.org/services/majortable/signup_majortables.asp. If the Fair Guide Information Form is not received by **August 15th**, AIEF will use the information we have on file for your school. If we have no information on file, the Fair Guide may be printed without your institution's information.

ADDITIONAL REPRESENTATIVES

\$65.00 per person x _____ person(s) x _____ cities = \$ _____

1) Fair Representative: Ms. Mr. Dr. _____
 Title: _____ Taipei Kaohsiung Taichung
 Phone: _____ Fax: _____ Email: _____
 Representative is located in Taiwan: Yes No

2) Fair Representative: Ms. Mr. Dr. _____
 Title: _____ Taipei Kaohsiung Taichung
 Phone: _____ Fax: _____ Email: _____
 Representative is located in Taiwan: Yes No

PROMOTION AND RECRUITING AIDS

SCHOOL PRESENTATION SESSION

◆ **\$350.00 per Session in Taipei** _____ Session(s) x \$350 = \$ _____
 Presentation session(s) reserved on **October 9th**:

- 1) ___ 1:10 PM – 2:00 PM 2) ___ 3:10 PM – 4:00 PM
 3) ___ 4:10 PM – 5:00 PM 4) ___ 5:10 PM – 6:00 PM

Presentation Topic: _____

Presentation session(s) reserved on **October 10th**:

- 1) ___ 11:10 AM – 12:00 PM 2) ___ 12:10 PM – 1:00 PM
 3) ___ 1:10 PM – 2:00 PM 4) ___ 3:10 PM – 4:00 PM

Presentation Topic: _____

Equipment Needed: LCD Projector Bilingual Assistant

◆ **\$250.00 per Session in Kaohsiung** _____ Session(s) x \$250 = \$ _____
 Presentation session(s) reserved on **October 11th**:

- 1) ___ 4:10 PM – 5:00 PM 2) ___ 5:10 PM – 6:00 PM 3) ___ 7:10 PM – 8:00 PM

ACCOMMODATIONS AND TRANSPORTATION

◆ Hotel Accommodations at the Taipei Fullerton Hotel:

Name of Reservation: _____
Check-in date: _____ Check-out date: _____
\$130.00 net per night x _____ night(s) x _____ room(s), Single Occupancy w/one breakfast = \$ _____
\$145.00 net per night x _____ night(s) x _____ room(s), Double Occupancy w/two breakfasts = \$ _____
For double occupancy, name of 2nd occupant: _____

◆ Airport Pickup Service Request:

Private Car Service

Airline: _____ Flight #: _____ Date of Arrival: _____ Time of Arrival: _____

The Taipei Fullerton Hotel will bill your room for the pickup service requested. For rates, please review the Transportation section of the Optional Services and Preparation Guide.

◆ Hotel Accommodations at the Grand Hi Lai Hotel in Kaohsiung

Name of Reservation: _____
Check-in date: _____ Check-out date: _____
\$130.00 net per night x _____ night(s) x _____ room(s), Single Occupancy w/one breakfast = \$ _____
\$145.00 net per night x _____ night(s) x _____ room(s), Double Occupancy w/two breakfasts = \$ _____
For double occupancy, name of 2nd occupant: _____

◆ Hotel Accommodations at the Evergreen Hotel in Taichung

Name of Reservation: _____
Check-in date: _____ Check-out date: _____
\$130.00 net per night x _____ night(s) x _____ room(s), Single Occupancy w/one breakfast = \$ _____
\$145.00 net per night x _____ night(s) x _____ room(s), Double Occupancy w/two breakfasts = \$ _____
For double occupancy, name of 2nd occupant: _____

Cancellation deadline for all hotels is August 30, 2010. All rates are subject to 10% hotel tax.

CREDIT CARD INFORMATION (Required for all hotel reservations regardless of payment method):

Credit card Name (AE, VI, MC, etc.) and Number: _____
Issued to: _____ EXP: _____

HOTEL PAYMENT METHOD

- By Check submitted to AIEF
 By credit card (using number above) to Hotel

TRAVEL – TAIPEI TO KAOHSIUNG – ground transportation by bus and High Speed Rail (business class)

\$150.00 per person x _____ person(s) = \$ _____

1st Passenger Name: _____ Passport#: _____

2nd Passenger Name: _____ Passport#: _____

3rd Passenger Name: _____ Passport#: _____

Cancellation deadline – August 30, 2010

TRAVEL - KAOHSIUNG TO TAICHUNG - ground transportation by bus

\$50.00 per person x _____ person(s) = \$ _____

1st Passenger Name: _____

2nd Passenger Name: _____

3rd Passenger Name: _____

Cancellation deadline – August 30, 2010

Total Amount Due = \$ _____

Payment Enclosed

Please send me an Invoice

Payment Due Date: August 30, 2010

Payments should be made by US check.