INTERNATIONAL EDUCATION WEEK FAIR
Tuesday, November 13, 2007
10am-2pm, Ring Road

Instructions: Complete this form and return it with payment or recharge information to:

Yvette Erskine
Center for International Education
1100 Student Services II
Irvine, CA 92697-2475

DEADLINE FOR RESERVATION & PAYMENT IS:
FRIDAY, NOVEMBER 2ND, 2007 BY 4:00 PM.

Organization: ________________________________________________________________
Contact Person: __________________________________ UCI ID # (if student): _____________
Address: ____________________________________________ City: _____________ Zip: _________
Phone number: ___________________________ E-mail: __________________________

Alternate Contact Person(s): ______________________ UCI ID # (if student): _____________
Phone number: ________________ E-mail: __________________________

Please describe booth theme/interactive activity:

- Will you be selling food? ☐ Yes ☐ No
  To apply for a Temporary Food Permit, please visit www.uci.edu, click on Quick Search, type in "Food Permit" and click Go. Please read and follow the instructions on the Temporary Food Permit website.

- Will you be using a BBQ? ☐ Yes ☐ No

- Do you need electricity? ☐ Yes ☐ No
  ** Limited space available.

FEES:
One Table $10 # Needed: _____ Amount: _____
One Chair $1 # Needed: _____ Amount: _____
Total: _____

Department Recharge:
Dept Name: __________________ Account: ________ Fund: ________ Sub: ________

Deadline to reserve: Friday, November 2, 2007 by 4:00pm
For questions about payment, please contact Yvette Erskine at 824-8658 or email iew@uci.edu.

For office use only:
Date submitted: __________
Amount Paid ________ Payment type: ___ check ___ cash ___ recharge
Space Assigned: ________