



Fly-in Information: 2010 ISE Teacher Workshop

Because your role is vital, ISE would like to fly you to Minneapolis as our guest to attend our Teacher Workshop. You must live more than 300 miles or more than a 5 hour drive from Minneapolis for ISE to pay for your flight. ISE will provide a ticket for each leader with 6 or more students on a program. If you have fewer than 6 students, you will be assessed a pro-rated amount for your ticket based on how many students you have. (E.g. If a leader has 3 students, ISE would pay 50% of the ticket and the leader would pay the remaining 50%. ISE will invoice leaders for this cost in February.) ISE does not pay checked bag fees or any other fees charged by airlines.

Please return this form to Tanya through mail, fax or email by Dec. 10
(fax: 952-941-4600; email: tanya@isemn.org).

We cannot guarantee flights for any R.S.V.P. we receive after Dec. 10, 2009.

If your enrollment number decreases prior to ticketing your flight, this invitation could be subject to change.

To help us with our planning, we need the following information from you:

Name (EXACTLY as it appears on driver's license or passport – whichever you will use for identification at the airport):

Date Of Birth:

School with which I'm traveling: _____ **Program Country:** _____

E-mail: _____

Preferred Phone: _____ (School / Personal) **Best time to call:** _____

If possible, I would like to fly with my colleague(s):

My 1st preferred airport: 1) _____ Time I could be there on Friday (**Jan. 29**): _____ AM / PM

My 2nd preferred airport: 2) _____ Time I could be there on Friday (**Jan. 29**): _____ AM / PM

Debby Bluem, ISE Airline Coordinator, will provide you with your flight confirmation through email by the first week of January.

We will try to make every attempt to secure the earliest flight for you on Sunday after the workshop.

I understand that once a ticket has been purchased for me I am responsible for the cost of the ticket should I subsequently choose not to attend. I also understand that I am expected to attend all ISE-planned activities for the weekend: Friday "New Leader" session (if applicable), Saturday workshop, Saturday evening banquet and Sunday morning session.

Signed _____ Date _____