



The International Center at Orange Coast College

2701 Fairview Road, P. O. Box 5005, Costa Mesa, CA 92628-5005 • 714-432-5940 • www.orangecoastcollege.edu

Dear Colleague:

Thank you for your interest and participation in Orange Coast College's Study, Work, and Travel Abroad Fairs. Orange Coast College will be hosting its Spring 2012 Fair on Tuesday, February 14, 2012 from 9:00 a.m. to 1:30 p.m. Below, please see detailed information for this event:

Registration form: Please complete the attached registration form and mail it to my attention at the address above or fax it to my attention at (714) 432-5191. There will be a non-refundable registration fee of \$65.00 per exhibitor which includes lunch for two and parking. Please submit the registration fee no later than February 13, 2012. The fee can be paid by check/money order, Visa, or MasterCard. If you plan to pay by a check, please make your check payable to "Orange Coast College". If you plan to pay by a credit card, simply fill out the credit card portion of the attached form. Due to space limitations, only pre-registered exhibitors will be accommodated.

Check-in: Please enter the campus at the Arlington Drive and park in the staff parking lot to the right (parking lot B). Refer to the attached campus map for details. Proceed to Watson Hall and check in at the table marked "Orange Coast College International Center". A staff member from the International Center will be at the Arlington parking lot between 9 a.m. to 10 a.m. to direct you to the Quad area. Please plan to arrive by 8:30 a.m. to allow adequate time for check in and set-up.

Advertising: The International Center will publicize this event campus-wide. Some exhibitors may wish to advertise in 'Coast Report' – campus' newspaper. Please contact the advertising salesperson at (714) 432-5673 for rates and more information.

If you have any questions or need additional information, please contact me.

Thank you in advance for your participation.

Sincerely,

Stephanie Phonsiri

Housing & Activities Coordinator
OCC International Center



**ORANGE COAST COLLEGE
INTERNATIONAL CENTER
STUDY, WORK, AND TRAVEL ABROAD FAIR
Tuesday, February 13, 2012**

ORGANIZATION NAME: _____ DATE: _____

CONTACT NAME: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE ____ ZIP CODE (required): _____

COUNTRY: _____

NUMBER OF PEOPLE ATTENDING: _____

RECEIVED FOR: 2006 STUDY ABROAD FAIR IN THE AMOUNT OF \$ _____

TYPE OF PAYMENT:

- VISA MasterCard
 Check Other – Please

Specify: _____

If you wish to pay your registration fee with a credit card, please fill out the authorization statement below:

CREDIT CARD NUMBER:

□-□-□-□-□-□-□-□-□-□-□-□-□-□-□-□-□

CREDIT CARD EXPIRATION DATE (MM/YY):

□□/□□

I hereby authorize orange coast college to charge my credit card for the appropriate fees related to my request above.

SIGNATURE