

Arrival Notice Form (FAX)

Please print clearly!

As soon as you know your travel schedule, please complete this form and send it to us by fax, if possible. The fax number is: 503-768-7301. (In case of difficulty, a backup fax number is: 503-768-7320). Please send this form at least two weeks before your arrival.

Your Name _____

Select One: ☐ Yes I need a ride
☐ No, I do not need a ride

Number of people arriving with you (including yourself) _____

Telephone Number _____ Country _____

Fax Number (if available) _____

E-mail Address _____

Arrival by Air

Date of Arrival _____

Time of Arrival _____ ☐ AM ☐ PM

Airline Name _____ Flight Number _____

Arriving From (City) _____

Arrival by Bus or Train

Date of Arrival _____

Time of Arrival _____ ☐ AM ☐ PM

Arriving By? ☐ Bus ☐ Train Bus/Train Number _____

Route _____

Arrival By Car

If you are arriving by car, please give us an estimated date and time of arrival:

Date _____ Time _____ ☐ AM ☐ PM

Please call, mail, fax or e-mail this information to:

International Students and Scholars--MSC 192
Lewis & Clark College
0615 SW Palatine Hill Road
Portland, Oregon 97219
U.S.A.

TEL: 503-768-7305
FAX: 503-768-7301
E-Mail: iso@lclark.edu