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  TEL: 503-768-7305
0615 SW Palatine Hill Road  FAX: 503-768-7301
Portland, Oregon 97219  E-Mail: iso@lclark.edu
U.S.A.