

**Colorado School of Mines**  
**Office of International Programs**  
**Phone: 303 384-2121**  
**Fax: 303 384-2125**

### **Airport Meeting Request**

Please complete this form and return it by FAX if you wish us to pick you up at the airport and be transported to your accommodation. The FAX number is 303-384-2125. If the arrangements below change prior to arrival, please fax us the corrected information. Please remember someone may not be able to pick you up if you arrive after 15:00 or on the weekend.

You should receive a confirmation from our office with detailed information on whom is going to pick you up and where to meet at the airport. If you do not receive a confirmation within a week of when you faxed this form, please contact us.

#### Personal Information:

Title: \_\_\_\_\_ Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
(Mr., Miss, Mrs.)

Nationality: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Phone where you can be reached: \_\_\_\_\_

E-mail address: \_\_\_\_\_

It is important that you provide a contact fax or email so that we can confirm the meeting.

#### **Flight Details:**

**Airline:** \_\_\_\_\_ **Flight Number:** \_\_\_\_\_

**Arriving From:** \_\_\_\_\_

**Date of Arrival:** \_\_\_\_\_ **Arrival Time:** \_\_\_\_\_ **am/pm**