



Form A - Institution Information (Fascia Board)

Name of exhibition	Education UK School Fair August 2012		
Name of institution			
Name of contact person			
Position		Telephone	
Fax		Email	
Signature		Date	

Please indicate below, in block letters, the Institution name exactly as you would like it to appear on each fascia board (minimum 35 characters including spaces)

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This completed form must be sent to:

Name	Cecile Dasal
Position	Education Promotion Officer
Organisation	British Council
Address	2.01, 2nd Floor, Block D, Bangunan Yayasan Sultan Haji Hassanal Bolkiah, Jalan pretty, BSB, BS 8711, Brunei
Tel. no	+673 2237742 / +673 8735302
Fax no.	+673 2234315
Email	Cecile.dasal@britishcouncil.org.my

By **Monday 09 July 2012**

Form B – Exhibition & agent representatives

Please complete this form for every representative and agent who will be present at the exhibition. There is a maximum number of **two** representatives per institution. Official entry badges will be supplied by the organiser. It is therefore important that if changes of personnel attending the exhibition occur, a revised version of this form must be submitted. This information will be used for internal use only.

Institution *	
Staff Name*	
Designation	
Department	
Mobile* & Telephone	
Next of kin's name, contact & relationship*	<i>(for e.g. Pauline Choo, +6012-3333 444, Mother)</i>
Staff Email*	
Hotel you intend to stay*	
Arrival date & Flight Detail*	
Departure date & Flight Detail*	
Staff Name 2 *	
Designation	
Department	
Mobile* & Telephone	
Next of kin's name, contact & relationship*	
Staff Email*	
Hotel you intend to stay*	
Arrival date & Flight Detail*	
Departure date & Flight Detail*	

* Fields marked with an asterisk are compulsory. Please use actual representatives' email addresses to allow direct communication of pre-departure letter / Exhibitors' Guide / floor plan, etc.

This completed form must be sent to:

Name	Cecile Dasal
Position	Education Promotion Officer
Organisation	British Council
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Tel. no	+673 2237742 / +673 8735302
Fax no.	+673 2234315
Email	Cecile.dasal@britishcouncil.org.my

Please also email a copy of this completed form to EducationUK.Events@britishcouncil.org

By **Tuesday 31 July 2012**

Form C – Seminar / Workshop

I would like to offer to conduct the following seminar. My details are as follows:

Name of event	British Council Brunei Education Fair August 2012
Name of Institution	
Presenter	
Email	

	Seminar for students or seminar for school counsellors (Please delete accordingly)
Title	
Description	
Equipment Needed* (an LCD projector will be provided)	

This completed form must be sent to:

Name	Cecile Dasal
Position	Education Promotion Officer
Organisation	British Council
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Tel. no	+673 2237742 / +673 8735302
Fax no.	+673 2234315
Email	Cecile.dasal@britishcouncil.org.my

By **Monday 09 July 2012**