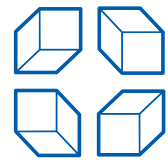


# The ICEF Moscow Workshop

Meet quality student recruitment agents from Russia, Eastern Europe, Central Asia and the Caucasus



The Ritz-Carlton, Moscow • March 23 – 25, 2012



**ICEF**  
Workshops

## FAM Tour

### Guidelines

- FAM tour organisers may determine all logistics, conditions and costs associated with their tour, including which workshop participants are accepted to join, and which are not.
- ICEF will not get involved in the organisation of FAM tours, but simply ensure relevancy for workshop participants as well as an equal representation of tours to all delegates.
- All delegates interested in attending FAM tours will be asked to make direct contact with the tour organiser. Organisers are responsible for confirming or declining acceptance directly with participants.
- FAM tour organisers wishing to promote their tour through ICEF are required to submit a proposal. All proposals are subject to approval and acceptance by ICEF.
- FAM tours may only be offered outside of workshop related activities and times. (Please refer to workshop programme ► [via this link](#))
- Only organisations attending the workshop may meet and host other workshop participants. We do not wish to encourage non-registered institutions to access and benefit from meeting potential business partners that workshop registered organisations have paid to meet.

### Proposal Deadline

14 weeks prior to workshop - **December 16, 2011**  
deadline for proposals to be submitted to [workshops@icef.com](mailto:workshops@icef.com)

13 weeks prior to workshop - **December 23, 2011**  
confirmation by ICEF to FAM tour and reception organisers

12 weeks prior to workshop - **December 30, 2011**  
commencement of promotion of FAM tours and receptions to all workshop registered participants

### Proposal Form

Name of hosting organisation(s): \_\_\_\_\_

Name of tour: \_\_\_\_\_

Date and time of tour: \_\_\_\_\_  
(please refer to workshop programme ► [via this link](#) to avoid conflict with workshop schedule)

Location of tour: \_\_\_\_\_

Invited target groups / individuals: \_\_\_\_\_

Description of tour including programme, inclusions such as food and transportation and who is invited:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_