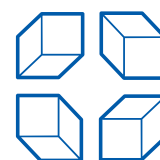


The ICEF North America Workshop - Miami

Meet quality student recruitment agents from around the world sending students to the US and Canada



Loews Miami Beach Hotel • December 02 – 04, 2012



ICEF
Workshops

Reception

Guidelines

- Reception organizers may determine all logistics, conditions and costs associated with their event, including which workshop participants and other business partners are accepted to join, and which are not.
- ICEF will not get involved in the organization of receptions, but simply ensure relevancy for workshop participants as well as an equal representation of receptions to all delegates.
- All workshop participants interested in attending a reception will be asked to make direct contact with the reception organizer. Organizers are responsible for confirming or declining acceptance directly with participants.
- Reception organizers wishing to promote their event through ICEF are requested to provide information as outlined on the ICEF website.
- Receptions may only be offered outside of workshop related activities and times. (Please refer to workshop program [▶via this link](#))
- Only organizations 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 organizations have paid to meet.

Proposal Deadline

12 weeks prior to workshop – **September 17, 2012**

deadline for proposals to be submitted to workshops@icef.com

11 weeks prior to workshop – **September 24, 2012**

confirmation by ICEF to FAM tour and reception organizers

10 weeks prior to workshop – **October 01, 2012**

commencement of promotion of FAM tours and receptions to all workshop registered participants

Proposal Form

Name of hosting organization(s): _____

Name of event: _____

Date and time of event: _____

(please refer to workshop program [▶via this link](#) to avoid conflict with workshop schedule)

Location of event: _____

Invited target groups / individuals: _____

Description of event including program, inclusions such as food and transportation and who is invited:
