



TEXAS INTENSIVE ENGLISH PROGRAM

AIRPORT PICKUP SERVICE PROVIDED BY LONE STAR LIMOUSINE

HOW TO APPLY FOR PICKUP AT AUSTIN-BERGSTROM INTERNATIONAL AIRPORT (AUS)

- 1. Complete the application below.
- 2. **Mail** the application to: Texas Intensive English Program
1103 West 24th Street
Austin, Texas 78705-4603 U.S.A.

OR

Email the application to: tiep@tiec.org

OR

Fax the application to: +1 (512) 322-0592

- 3. Pay the non-refundable **\$100** fee online with a credit card at www.tiep.edu/payment

OR

Mail the non-refundable **\$100:** a cashier's check, check drawn on a U.S. bank, or money order, payable to "TIEP"

***Important:** We may not be able to make arrangements for applications received at our office less than one week before the student's arrival date.*

THE FOLLOWING INFORMATION MUST BE COMPLETE – PLEASE PRINT CLEARLY

Name: _____, _____ Male: Female:
 Last Name (Surname) First (Given) Name

Home Address: _____ Telephone: _____
 _____ Email: _____
 _____ Fax: _____

A mobile phone number and an e-mail address are important for last-minute correspondence.

TRAVEL SCHEDULE

Arrival date: _____ Airline: _____
 Arrival time: _____ Flight number: _____
 How many people are arriving? _____ Where will you stay in Austin? _____

You will be picked up by a driver from **Lone Star Limousine** Company. The driver will have a sign with your name and TIEP written on it. The driver will be waiting for you on the lower level of the airport by the baggage claim area. If your flight schedule changes, if you miss your flight, or if you have an emergency, call Lone Star Limousine at +1 (512) 291-1222 (**preferred**) or +1 (844) 334-3809 (**backup number**). Both numbers are answered 24 hours per day. Also call TIEP at +1 (512) 477-4511 to let us know of any changes.

I have read and completed this form in its entirety. I understand that TIEP assumes no responsibility for any injuries, losses, damages, problems, or accidents that might occur during an airport pickup provided by Lone Star Limousine. I also understand that the \$90 fee for airport pickup service is not refundable or transferable.

Signature: _____ Date: _____

Name Printed: _____