



## INSTRUCTIONS

### PLEASE USE OUR PRE-ADDRESSED LABELS PROVIDED ON THE FORMS BELOW.

Please type in CAPITALS and paste the labels below in a visible area in each box, for each city. It is VERY important to put the name of your institution on the LABEL. Upon dispatch, this information should be entered in the EIS, in the shipping section. This is the only way we can track your shipment and help you, should problems arise.

**PLEASE NOTE** that there are different labels for each event - please send the materials separately using the specific label. Although the addresses may be the same, **it is very important to specify which box is for which event.**

### VERY IMPORTANT!

**ENSURE THE SECTION ON THE AIRWAY BILL REFERRING TO DUTIES AND TAXES IS MARKED** to indicate that these charges, if applied by Customs, will be paid by the **sender**. If you do not do this, your material may be held or sent back.

**All boxes should arrive at least 10 DAYS before each fair at the delivery address provided below. The deadline for inputting the tracking numbers and shipping information is 24 February 2023.**

If we don't have the tracking numbers by this date we will not be able to help you with your shipping, and you will need to contact your shipping provider directly to try and solve the problem. BMI staff will not be able to help you on the day of the fair.

**PLEASE ENTER THE NAME OF YOUR INSTITUTION:**

**HCMC HIGH SCHOOL VISITS**

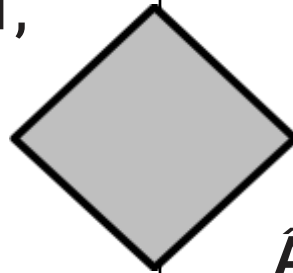
**SOFITEL SAIGON PLAZA**

17 Lê Duẩn Boulevard, District 1,  
Hồ Chí Minh City 070000,

Vietnam

Tel: +84 28 3824 1555

**ATT: MS. HUONG NGUYEN**



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**Ấn phẩm không nhằm mục đích  
thương mại và phát hành miễn phí**

Box # \_\_\_\_ of \_\_\_\_

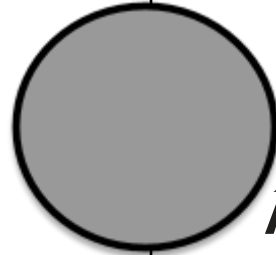
**PLEASE ENTER THE NAME OF YOUR INSTITUTION:**

**VIETNAM EDUCATION FAIR - HCMC**

Saigon South Residences,  
Xã Phước Kiến, Huyện Nhà Bè,  
Hồ Chí Minh, Vietnam

(Tel: +84 903 870 848)

**ATT: MR. LÊ TRUNG HẢI**



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**PLEASE ENTER THE NAME OF YOUR INSTITUTION:**

**VIETNAM INT'L SCHOOLS FORUM & WORKSHOP - HANOI**

**PULLMAN HANOI  
40 Cat Linh Street, Dong Ha  
District, Hanoi, Vietnam**

**Tel: +84 24 3733 0688**

**ATT: MS. DUONG THANH TRA MY**



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**PLEASE ENTER THE NAME OF YOUR INSTITUTION:**

**VIETNAM EDUCATION FAIR - HANOI**

**MELIA HANOI**

44 Lý Thường Kiệt, Trần Hưng Đạo,  
Hanoi 001235, Vietnam

Tel: +84 24 3934 3343

**ATT: MS. HOANG LE MAI**

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**PLEASE ENTER THE NAME OF YOUR INSTITUTION:**

**HANOI HIGH SCHOOL VISITS**

**MELIA HANOI**

44 Lý Thường Kiệt, Trần Hưng Đạo,  
Hanoi 001235, Vietnam

Tel: +84 24 3934 3343

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Box # \_\_\_\_ of \_\_\_\_

**PLEASE ENTER THE NAME OF YOUR INSTITUTION BELOW:**

**INDONESIA EDUCATION FAIR - JAKARTA**

**PULLMAN JAKARTA CENTRAL PARK**  
Podomoro City Jl. Let. Jend. S.  
Parman Kav. 28, 11470 Jakarta,  
Indonesia

**Tel: + 62 21 29 20 00 88**

**Room: Grand Ballroom 2**

**ATTN: MS. MUTHMAINAH MUTIAINI**  
**(Ache)**

**PUBLIKASI TANPA NILAI**  
**KOMERSIAL, UNTUK DISTRIBUSI**  
**GRATIS**

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**JAKARTA HIGH SCHOOL VISITS**

**PULLMAN JAKARTA CENTRAL  
PARK**

Podomoro City Jl. Let. Jend. S.  
Parman Kav. 28, 11470 Jakarta,  
Indonesia

Tel: + 62 21 29 20 00 88

Room: Grand Ballroom 2

**ATTN: MS. MUTHMAINAH  
MUTIAINI (Ache)**

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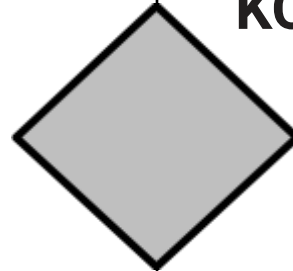
**PLEASE ENTER THE NAME OF YOUR INSTITUTION BELOW:**

**BANDUNG HIGH SCHOOL VISITS**

**PULLMAN BANDUNG HOTEL  
JL Diponegoro No 27  
40115 Bandung, Indonesia**

**Tel: +62 22 8603 8888**

**ATTN: Mr JONO KEVIN**



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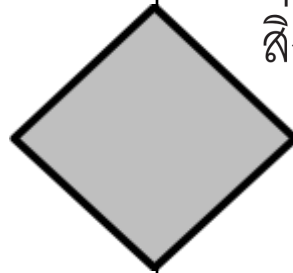
**PLEASE ENTER THE NAME OF YOUR INSTITUTION BELOW:**

**BANGKOK HIGH SCHOOL VISITS**

**ROYAL ORCHID SHERATON HOTEL  
& TOWERS**

**2 Charoen Krung Road Soi 30  
(Captain Bush Lane), Siphya,  
Bangrak, Bangkok, 10500**

**Tel: +66 2665 3378  
ATTN: MS. KWANJIT  
DAMRONGSATAYAPORN**



สิ่งตีพิมพ์สำหรับแจกฟรี ไม่ใช่เพื่อการค้า

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