

PLEASE SEND THIS FORM AS SOON AS TRAVEL PLANS ARE FINALIZED – as much advance notice as possible will help FCA provide the best service possible! Please email this form to: office@fcae.ca, homestay@fcae.ca, and j.mcaloon@fcae.ca. FCA will personally arrange for airport pickup at Fredericton International Airport. Either your homestay family or a FCA staff member will be there with a FCA sign and the student's name on it. PLEASE look for this sign once you clear customs and enter into the welcome concourse. You will be informed in advance as to who will be greeting you at the airport. **If your flight has been delayed or cancelled**, please try to send an email to j.mcaloon@fcae.ca AND homestay@fcae.ca so that they are aware. If this isn't possible, the FCA representative will be sure to check the flight via the airline website.

Where possible, all correspondence from the FCA & Homestay office will be sent to the agent, parent, and student.

STUDENT INFORMATION

First Name: _____ Birthdate: Y ____ M ____ D ____ Entering Grade: ____
 Middle Name: _____ Nationality: _____
 Last Name: _____ Languages Spoken: _____

AGENCY INFO (If using)

Agency Name: _____ Agent's Email: _____
 Name of Contact: _____

DEPARTURE INFORMATION

Date of Departure: Y ____ M ____ D ____ Flight #: _____
 Airport: _____ Departure Time: _____

ARRIVAL INFORMATION

Date of Arrival: Y ____ M ____ D ____ Flight #: _____
 Airport: _____ Arrival Time: _____

OFFICE USE ONLY

Date information received: Y ____ M ____ D ____ Other info: _____
 Name of Pickup Contact: _____
 Date Pickup Contact notified: Y ____ M ____ D ____