

(Please bring your Reg # along with PICTURE ID to registration counter to collect your Badge and Institute Material)

Dear 2008 Taipei Rotary Institute Registrants:

Greetings from Taipei!

We would like to extend our sincere gratefulness to your support to the 2008 Taipei Rotary Institute. In less than two weeks, we are going to meet at Taipei, we are thrilled and couldn't wait to welcome you at the doorway of Grand Hotel.

Before you start your journey, we would like to provide you with necessary information to help you in " Landing, Transportation to Hotel, Check-in the Institute and Hotel". Other than the housekeeping information, we attach as well the " Program of 2008 Taipei Institute ". Although this is a draft copy but pretty close to "Final" version.

When you receive this message, we would be appreciated if you could help verify your own particulars information like :

1. your and your spouse's names
2. your arrival date and time and flight number
3. your hotel type
4. number of nights you will be staying at Grand Hotel
5. the event you registered.(For rotarians, "Institute" is a MUST)

and please email the correction request to us if there is an error. This will help smooth the check-in process and reduce the queue at check-in counter. Please send your correction request to : contal@ms3.hinet.net

We anticipate some of the emails may not reach the registrants owing to errors in their email address, mail server problem, etc. We are seeking your help to spread this message to your fellow rotarians who also registered for the Taipei Institute.

Your will find the following files attached to this email:

1. The Registration Record sorted by DISTRICT – Where you should find your name and particulars.
2. Hotel Reservation Record – You should submit your check-in and out date, if your record is blank
3. Hotel Reservation Message
4. Your flight Information Record for your shuttle bus seating – Please submit your flight information immediately to guarantee your courtesy bus seat if you see your record is blank.
5. Transportation Message
6. Last but not the least, the draft " PROGRAM ".

With warm regards,

PDG Micro, Organizing Committee Chair, 2008 Taipei Rotary Institute

PDG Frederick, Registration 2008 Taipei Rotary Institute