

**IFLA MEETING OF EXPERTS ON AN INTERNATIONAL CATALOGING CODE
CAIRO, EGYPT, DECEMBER 12-14, 2005**

REPRESENTATIVE DATA SHEET

All participants must send this form to:
E-mail: btif@loc.gov or Fax to USA: +1(202) 707-6629

COUNTRY: _____

Institution Information

Name of Institution:

Name of Director of the Institution/Library:

Mailing address:

Telephone: Country/city code () Tel. number:

Fax:

E-mail:

Please forward a copy of the letter of invitation to the Director of the Institution/Library: [] YES [] NO

Participant information

Please check one: ___ Mr. ___ Ms.

Surname:

Full Name of participant:

Title/Position:

Telephone: Country/city code () Tel. number:

Fax:

E-mail:

Language: ___ Arabic ___ English (simultaneous translation will be provided)

Areas of professional expertise (to determine Working Groups and assignments)

1) Please provide a brief description (1-2 pages) of your expertise in Cataloging/Bibliographic control (years of experience; type of activities you perform; projects you have been involved; courses you teach, etc.).

(Optionally you can attach a file with a summary of your resume. Please indicate:

Word processing program: MS-Word [] ; WordPerfect [] ; Other:[] and language of text []).

2) Please indicate your areas of specialty (in priority order, 1-6, with 1 being top priority)

- | | |
|--------------------------|-----------------------------|
| [] Personal names | [] Corporate bodies |
| [] Seriality | [] Uniform titles and GMDs |
| [] Multipart structures | [] Other (please specify): |

Travel and Accommodation Information

Arrival date at Cairo Airport:

Arrival time:

Flight information (Airline and flight number):

Departure date from Cairo Airport:

Departure time:

Flight information (Airline and flight number):

Number of travelers: _____ yourself
_____ accompanying person(s) (please provide their names and nationality)

Transportation between the airport and the Pyramisa Hotel will be provided for both arrivals and departures.

December 13 evening event to the Sound and Light show at the Great Pyramids: Transportation and entrance ticket will be provided for the conference participants. Dinner following the event will be on your own, but a list of local restaurants will be provided. **Please indicate if you wish to attend:**

December 14 day visit to the Bibliotheca Alexandrina: Transportation and lunch will be provided for the conference participants. **Please indicate if you wish to attend:**

Hotel reservation at Pyramisa Hotel (meeting hotel) at \$95 (US) per night for a single person will be payable in cash or by check (**no credit cards**) upon registration for the meeting when you first arrive. Please provide the dates for your hotel reservation, if different from the arrival/departure at the airport:

Arrival date at hotel:

Departure date from hotel:

If you will be staying at another hotel, please indicate where:

Meals

Breakfast is included in the hotel rate at the Pyramisa Hotel.

Buffet **lunches** and **coffee/tea breaks** in the morning and afternoon will be provided to the participants during the meetings. On December 14 (Day 3) lunch will be provided in Alexandria.

Dinners: December 12 (Day 1) will be provided by OCLC. Other dinners will be on your own.

Please indicate if you have special **dietary needs**: