

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  
  
*OR*  
**Email** the application to: [tiep@tiec.org](mailto:tiep@tiec.org)  
*OR*  
**Fax** the application to: (512) 322-0592
3. Pay the non-refundable **\$90** fee online with a credit card at [www.tiec.org/tiep/cc\\_form.html](http://www.tiec.org/tiep/cc_form.html).  
*OR*  
Mail the non-refundable **\$90** (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.

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**THE FOLLOWING INFORMATION MUST BE COMPLETE -- PLEASE PRINT CLEARLY**

Name: \_\_\_\_\_, \_\_\_\_\_ Male:  Female:   
*(family name)* *(first name)*

Home Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_ E-mail: \_\_\_\_\_  
\_\_\_\_\_ 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 **1-877-248-9105**. Also call TIEP at 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) \_\_\_\_\_