PLEASE READ CAREFULLY

EXPEDITION 367 – SOUTH CHINA SEA RIFTED MARGIN

The information provided herein was prepared by the IODP Travel Office to assist you and/or your organization in arranging travel for your participation in the cruise. We respectfully ask that you take the time to become thoroughly familiar with this information as soon as you receive it.

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Specific information pertaining to the ship's schedule, etc. is provided on the IODP Reconnaissance sheet.

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As a reminder, you and your funding organization will be responsible for the following:

1) Travel expenses en route to and from the ship, including airfare, lodging, meals, taxis, and other miscellaneous expenses.
2) Airline reservations - all reservations must be arranged through your travel agency or organization's travel office. U.S. funded participants should contact the U.S. Science Support Program for assistance with booking flights.
3) All costs associated with obtaining required visas.

PASSPORT/VISA INFORMATION

Please refer to the 367 Reconnaissance details for visa requirements.

Passports are required for all participants because the ship is **Cyprus** registered. **Passport information MUST be sent to IODP –** IODP is required to forward this information to the agents in the port cities prior to your arrival to satisfy Customs & Immigrations requirements, and to facilitate your entry into the country and your embarking/disembarking the ship. **If you have not already sent this information to Janice Muston (muston@iodp.tamu.edu), please do so at your earliest convenience.**

U.S. Visa Holders - Non-U.S. participants who hold U.S. visas, such as an H1B, J1, or TN, and who plan to return to the U.S., should ensure that their visas do not expire during the cruise***. IODP will not be liable for any costs incurred to participants as a result of inadequate or expired visas.***

LETTER OF INTRODUCTION

This letter explains the purpose of your travel and should be used only if questioned by officials en route to your destination. A letter will be sent electronically to each participant closer to your departure.

MISCELLANEOUS INFORMATION

The following is also posted at http://iodp.tamu.edu/travel/participants.html for your information:

1) **RECONNAISSANCE INFORMATION.** This provides essential logistical information regarding your participation in the cruise (the ship's schedule, your expected arrival dates in port, port agent's name, and address. We suggest a copy of this be carried with you to the port city should you need the port agent's name and telephone number for directions to the ship's exact docking location. Please note, unless advised in advance, transportation from the airport to the hotel is the traveler's responsibility.

2) **Port Call Hotel Information.** Name and booking instructions for each port call hotel. Booking deadlines and if required, credit card authorization forms.

3) ***Flight Information*. IODP is required to provide the Port Agent with a complete Travel Manifest. This is mandatory for Immigration Notification. Without advance notification, entry may be denied. Once your flight arrangements are confirmed, please provide a electronic copy of your flight itinerary to:**

Kathy Bass – Travel Services Administrator
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