



**International Partnerships Among Museums
2003 - 2005 Cycle**

Detailed Itinerary

- ✦✦ At least twelve weeks prior to departure, participants must provide AAM with a detailed day-by-day itinerary for the complete length of their travel.
 - ✦✦ It is essential that AAM receives this information to ensure the safety of all IPAM participants and to assist them in case of an emergency situation. To this end, please include any weekend travel as well.
 - ✦✦ AAM staff must be notified immediately of any significant changes to this itinerary.
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Participant [Name]
[Title]
[Institution]
[Phone]
[Email]

Partner [Name]
[Title]
[Institution]
[Phone]
[Email]

Departure [Date] [Time]
[Airline] [Airport]

Return [Date] [Time]
[Airline] [Airport]

Host/Hotel [Name]
[Address]
[Address]
[Phone]
[Fax/Email]

[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information

Week Five

[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information

Week Six

[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information
[Date] Activity, Location, Alternate Contact Information

Return this form **twelve weeks prior to departure** to:

IPAM
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Fax: 1.202.289-6578
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