



CORONA WORLDWIDE BRIEFING SERVICE

REQUEST FOR A BRIEFING FOR (*country/region/city*) _____

NAME(S) _____

CONTACT ADDRESS: _____

TEL: _____ FAX: _____ EMAIL: _____

PROBABLE DATE OF DEPARTURE: _____

OTHER FAMILY MEMBERS TRAVELLING _____

PREVIOUS OVERSEAS WORK EXPERIENCE _____

Briefings are usually held in London, but some briefers are unable to travel to London. Please indicate your flexibility regarding the place of the briefing.

I can travel to London I can attend a briefing outside London

Please list dates which are *less suitable* than others (e.g. school holidays) _____

Please tick the subjects you would like to be covered in the course of a Briefing

Living Conditions

Shopping

Local Culture

Being a 'foreigner' - Culture Shock

Advice on Security

Education Facilities

Tax Advice

Sports/Recreation

Other—please specify _____

Signed _____ Dated _____

OFFICE USE ONLY: Date of Receipt _____

Action taken by _____ **Date** _____

Please return this form to:

The Administrative Secretary, Corona Worldwide, Southbank House, Black Prince Rd, London SE1 7SJ



**CORONA
WORLDWIDE**

*Briefings
services*

Registered Charity Number 204802



Overview

There is a great deal of information on the Internet and in travel guides, and the HR department of companies can often provide information about housing, medical facilities, educational choices, and tax.

However, one thing that they can't do is to tell you what it is like to find yourself living in a completely different culture, where customs and values are difficult to understand.

The other thing that they cannot always do is to put you in contact with someone who has 'been there, done that' and knows what it is like.

Corona Worldwide can set up a briefing either face-to-face, or by email or telephone to give you this personal contact. In addition, we have a network of branches and contacts around the world who can help you to settle in when you get there, and give you not only information, but personal support.



Types of Briefing

There are three main types of briefing that are currently offered by Corona Worldwide.

A 'Cultural' or 'Daily Living' Briefing consists of a meeting with a Briefer and a member of the Briefing Team. These meetings are very relaxed and last approximately two hours. It is suitable for a particular slot in the wider briefing that you company/employer may organise.

A Telephone Briefing is suitable for those going overseas at short notice. In addition we can also facilitate a *Telephone Tax Briefing* with a specialist consultant.

An Email Briefing consists of an exchange of emails, often with someone still living overseas. The advantage of this is that when the client arrives in the overseas country, they have already made a contact there.

Fees are charged for the above services.



Filling in the Gaps

While employers understand the importance of knowing what to expect, there are often gaps they cannot fill such as:

- Will there be employment for my partner?
- Are there play schools for my toddler?
- What is the shopping like?
- Are there any activities to keep my teenagers interested?
- How will I make friends?
- How will I fit in?
- What entertainment is there?
- Are there any customs I should know about?

For sixty years we have been preparing people for life in a country they know little about. In that time our style has changed to keep pace with changing times. But the basic anxieties and questions of those moving to a new country are essentially the same.