7th UNISEC-Global Meeting

（November 30 – December 3, 2019）

**Invitation Letter Request Form**

Date: (M)/ (D) /2019

You are requested to fill in the form below and send it to the UNISEC-Global Office by email at [meeting@unisec-global.org](mailto:meeting@unisec-global.org)

An “ \* ” is compulsory.

(Before filling in this form, please make sure that you have already made online registration at the UNISEC-Global Website: <https://www.spacemic.net/uniglo/form.php>)

1. Given Name (in English)\* :

(First name, and middle name(s), in order)

1. Family Name / Surname (in English) \*:
2. Title (Select one): Prof. / Dr. / Mr. / Ms.\* :
3. Date of Birth \* : (M)/ (D)/ (Y)/
4. Place of Birth:
5. Nationality\*:
6. Passport Number:
7. (Passport) Date of Expiration:
8. Company/University/Organization Name\* :

1. Dept. or Div. (at the organization above):

1. Position (at the organization above):
2. Full address of your company/University/Organization

(Please **do not use “P.O. Box”** Number)\*

(Note: Make sure that this is the address for the visa documents to be sent by Fedex or the other mail service)

1. Phone Number (including the country code)\* :
2. Fax Number (including the country code):
3. E-mail address (1)\* :
4. E-mail address (2):
5. Full address of your HOME (Please do not use “P.O. Box”):

1. Phone (or Cell) number to be contacted (including the country code):

**<<Travel Information (coming to Japan)>>**

1. Departure Airport and City:
2. Departing Country:
3. Arriving Airport in Japan\*:
4. Arriving Date in Japan\*:
5. Flight Number\*:

**<<Travel Information (departing from Japan)>>**

1. Departing Airport in Japan (back to home country)\*:
2. Departing Date in Japan\*:
3. Final Arrival Airport:
4. Final Arrival City & Country\*:
5. Flight Number\*:
6. Accommodation in Japan (Hotel’s name, address, phone number)\*:

1. Intended place (city) to apply for visa:

1. In case of emergency, please specify the names of at least 2 persons to be contacted.

Name (First/Last) Tel Address (or Email)

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1. Briefly describe your purpose of participating in the UNISEC-Global Meeting

(Thank You)