3rd UNISEC-Global Meeting

**Invitation Letter Request Form**

Date: (M)/ (D) /2015

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

1. Title (Select one): Prof. / Dr. / Mr. / Ms.\* :
2. Date of Birth \* : (M)/ (D)/ (Y)/
3. Place of Birth:
4. Nationality\*:
5. Passport Number:
6. (Passport) Date of Expiration:
7. 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)\* :

1. Fax Number (including the country code):

1. E-mail address (1)\* :
2. E-mail address (2):
3. Full address of your HOME(Please do not use “P.O. Box”):

1. Phone number of your HOME (including the country code):

1. Cell-phone number:

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

1. Departure Airport and City:

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

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

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

1. Intended place 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

1

2

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

(Thank You)