**Special request form for documents to support Visa application to enter Japan and attend**

**ICAT-EGVE 2019**

**Instructions:**

**Please reply this form to:**

**Email: <** **icategve2019-info@googlegroups.com >**

**Type and fill in the following items. Handwriting is sometimes confusing, so typewriting is required. (All items are required)**

**1) Name of applicant (the same with your passport): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(In Roman letters and Chinese whenever applicable)**

**2) Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(In Roman letters and Chinese whenever applicable)**

**3) University/Company name and address: (In Roman letters and Chinese whenever applicable)**

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**4) Your participation: (please check and fill out that are applicable)**

**\_\_Author:**

**categories:**

 **\_\_Paper, \_\_Poster, \_\_Demo**

 **Submission ID:**

 **Title:**

**\_\_Committee member**

**\*ICAT supports to apply for a visa only for authors of ICAT-EGVE 2019.**

**5) Nationality:**

**6) Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_**

**7) Gender: \_\_\_\_\_\_\_\_**

**8) Date of arrival in Japan: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Port of Entry: \_\_\_\_\_\_\_\_\_\_\_\_ Flight No.: \_\_\_\_\_\_\_\_\_\_\_\_**

**9) Date of departure from Japan: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Port of Departure: \_\_\_\_\_\_\_\_\_\_\_\_ Flight No.: \_\_\_\_\_\_\_\_\_\_\_\_**

**10) Accommodation during your stay in Japan. Write the hotel / friend / relative name and address:**

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**11a) If you are a professor or researcher, provide basic information about yourself (department, research area, email address.) and the URL address of your homepage, or a photo copy of an identity card.**

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**11b) If you are a student, send a letter of introduction or certification from your adviser/supervisor with his/her contact number and email/URL address.**

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**12) The postal address to where the invitation letter and related documents will be sent:**

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**13) Your phone number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**14) Detailed plan of your visit. Provide specifics if you plan to go sightseeing/tour, or visit someone aside from attending ICAT-EGVE2019:**

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**15) Write the address of the Japanese Embassy or the name and address of the Japanese Consular Office to where you will send/submit your Visa application documents.**

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***Note:***

***For Chinese applicants, the following URL will provide you information of the Embassy of Japan and Consular Offices for your Visa application.***

***http://www.cn.emb-japan.go.jp/aboutus.htm#kankatsu***