Information Sheet for VISA

TO: Registration office of 20th ILASS-ASIA

E-mail: tseo@yamaguchi-u.ac.jp

**\*\*Please type your information and send it to the Registration office by e-mail.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Passport No. |  | | | | | | |
| 2 | Nationality |  | | | | | | |
| 3 | Title | ( ) Prof. ( ) Dr. ( ) Mr. ( )Ms. | | | | | | |
| 4 | Name (alphabet)  \*As appears on your passport | Family name | | Given name | | | Middle name | |
| Chinese Character  (if applicable) |  | | | | | | |
| 5 | Affiliation |  | | | | | | |
| Supervisor | If you are a student, please write the name of your supervisor. | | | | | | |
| 6 | Office Address | Address | | | | | | |
| Country | | | | Postal Code | | |
| Phone | | | | Fax | | |
| E-mail | | | | | | |
| 7 | Sex | ( ) Male ( ) Female | | | | | | |
| 8 | Date of Birth (D/M/Y) | (Day/Month/Year) | | | | | | |
| 9 | Age |  | | | | | | |
| 10 | Occupation |  | | | | | | |
| 11 | Accompanying person (if any) | ( ) Male ( ) Female | | | Title | | | |
| Date of Birth(Day/Month/Year) | | | | | | |
| Nationality | | | | | | |
| Occupation | | | | | | |
| Family name | Given name | | | | | Middle initials |
| Chinese Character (if applicable) | | | | | | |
| 12 | Shipping address | \*\*Please send visa application materials to; | | | | | | |
| ( ) Office address as shown above.  ( ) Other address  Address:  Phone: | | | | | | |
| 13 | Your Itinerary | \*\* I will stay in Japan  from ( Day/Month/2019 ) to ( Day/Month/2019 ). ( Days) | | | | | | |

\*Please indicate your whole schedule in Japan. (Tentative schedule is acceptable)

\*If you stay in Japan except for 20th ILASS-ASIA (21-23, December), please indicate the purpose of staying in Japan.

\***Please fill in all flights and all places to stay throughout your trip**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Date | Flight Number | Schedule | Hotel  (Hotel name/ Tel) | Purpose of staying in JPN |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |

**When accompanying person’s schedule is same as yours’, you do not need to write down follows.**

\*Please indicate the accompanying person’s whole schedule in Japan.

|  |  |
| --- | --- |
| Accompanying  person’s Itinerary | \*\* He / She will stay in Japan  from ( Day/Month/2019 ) to ( Day/Month/2019 ). ( Days) |

\*If He / She stays in Japan except for 20th ILASS-ASIA(21-23,December), please indicate the purpose of staying in Japan.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Date | Flight Number | Schedule | Hotel  (Hotel name / Tel) | Purpose of staying in JPN |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

**Thank you for your cooperation.**

Unless we are provided with clear information about these items, we cannot prepare the necessary documents for your visa application. It is vital that you provide us with the precise information as soon as possible for smooth transaction. Please notify us when your visa is issued.