

## Information Sheet for VISA

TO: Registration office of 20<sup>th</sup> ILASS-ASIA

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

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

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

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

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 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)
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\*If He / She stays in Japan except for 20<sup>th</sup> 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.