<<Only for those requiring entry visas to Japan>>

VISA INFORMATION FORM – W3C TPAC2015

All citizens who are required to apply for visas to enter Japan must apply in person at the Japanese Embassy or Consulate in their country. This form is not a visa application, however, in order to produce the necessary documents for your application, the Japan Office MUST receive the following COMPLETE information . <u>Without this COMPLETE information, it will NOT be possible to apply for your visa</u>. In order for support documents to be issued in time for you to apply for your visa BEFORE the Conference, it is IMPORTANT that this form is returned to the Japan Office at the address below AS SOON AS POSSIBLE. Please keep in mind that it can take MORE THAN ONE MONTH for your visa to be processed.

email: tpac2015-office@e-side.co.jp   <mark>PLEASE COMPLETE BOTH (2) PAGES OF THE FORM</mark>
FAX: +81-3-6435-8790

Please fill out in ENGLISH (and Chinese Characters if applicable)
Your name should be spelled <u>exactly</u> as it appears in your passport.

---

1. PASSPORT NAME:

| Family Name | Middle Initial | First Name |

(Chinese Characters: _____   _____)

( ) Prof. ( ) Dr. ( ) Mr. ( ) Ms.   Position: _____   Sex: ( ) Male ( ) Female

2. DATE OF BIRTH: _____ yr _____ mth _____ day   Age: _____ yrs

3. NATIONALITY _____   **4. EMAIL:** _____

5. PRESENT ADDRESS:

OFFICE _____
Affiliation

_____
Street

_____   _____   _____
City   *Postal Code*   *County*

_____   _____
TEL: (Include country and area codes)   *FAX: (Include country and area codes)*

HOME _____
Street

_____

_____   _____
TEL: (Include country and area codes)   *FAX: (Include country and area codes)*

* MAIL should be sent to OFFICE ( )   HOME ( ) (Choose one)

6. PASSPORT:

Passport Number: _____   Date of Issue: _____

Place of Issue: _____   Date of Expiration: _____

7. ITINERARY: *Please write your flight schedule as precisely as possible.

Flight

	Date	Airports		Flight Number & Depart/Arrival Time		
		From	To			
(EXAMPLE)	2015/Oct/25	PEK →	CTS	CA169	8:00 /	12:50
Arrival		→				/
		→				/
		→				/
		→				/
		→				/
Departure		→				/
		→				/
		→				/
		→				/
		→				/

Period of Stay   (   ) Definite Schedule (   ) Tentative Schedule

From _____ yr _____ mth _____ day to _____ yr _____ mth _____ day   (_____ days)

Schedule   The Foreign Ministry requires that we submit a detailed schedule of your stay in Japan.
Accordingly, please enter all of your scheduled activities in Japan below
(see example below).

	Date	Itinerary	Place of Stay/Tel.

(EXAMPLE)	2015/Oct/25
	2015/Oct/26-30
	2015/Oct/31
		Arrive at Chitose Airport
		Attend W3C TPAC2015
		Depart from Chitose Airport
		* In the event you have scheduled meetings/visits etc., prior to or following
		  the Conference period, please provide detail on your host (name, affiliation, address, tel.)
		  and accommodation (name and tel.)
			Sapporo **** Hotel
			Tel. +81-11-***-****