

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

VISA INFORMATION FORM

All citizens who are required to apply for visas to enter Japan must apply in person at the Japanese Embassy or Consulate in their countries. This form is not a visa application, however, in order to receive the necessary documents for applications, SICE must submit the following information to the Japanese Ministry of Foreign Affairs. Without this complete information, it will not be able to apply for your visa. In order for these documents to be issued in time for you to apply for your visa before the conference, it is imperative that this form be returned to the Secretariat 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.

SICE2003 Secretariat
The Society of Instrument and Control Engineers
Hongo 1-35-28-303
Bunkyo-ku, Tokyo 113-0033
Japan
Phone: +81-3-3814-4121, Fax: +81-3-3814-4699

*Please fill out in English (and Chinese characters if applicable).
Your name should be spelled exactly as it appears in your passport.

1. FULL NAME:					
_____		_____		_____	
Family Name(姓)		Middle Initial		First Name(名)	
(Chinese Characters: _____)					
_____			_____		
姓			名		
<input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.			Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female		
2. Date of birth:		year(年)	month(月)	day(日)	Age(年齡): yrs(歲)
3. Nationality:					
4. Present address:					
OFFICE					
.....					
Affiliation					
.....					
Street					
.....					
City		Postal Code		Country	
.....					
Phone: (Include country and area codes)			FAX: (Include country and area codes)		
HOME					
.....					
Street					
.....					
City		Postal Code		Country	
.....					
Phone: (Include country and area codes)			FAX: (Include country and area codes)		
*Mail should be sent to <input type="checkbox"/> Office <input type="checkbox"/> Home (choose one)					
5. Passport:					
Passport Number: _____			Date of Issue: _____		
Place of Issue: _____			Date of Expiration: _____		

6. Itinerary: *Please write your flight schedules as precisely as possible.

Flight	Date	Airport		Flight No.
Arrival		From:	To:	
		→		
		→		
Departure		From:	To:	
		→		
		→		

Period of stay (Define Schedule Tentative Schedule)

From _____ year _____ month _____ day to _____ year _____ month _____ day (___ days)

Schedule *The Ministry of Foreign Affairs requires that we submit a detailed schedule of your stay in Japan. Accordingly, please enter all of your schedule activities in Japan below.

Date	Itinerary	Place of Stay/Tel.
(Example)		
August 2	Arrive at Kansai International Airport	Hotel Name
August 3-6	Attend the SICE2003	Address
August 7-8	Sightseeing in Kyoto and Nara	Tel. Number
August 9	Depart from Kansai International Airport	

*Please notify the Secretariat immediately should you make any changes to the information above.