

**Deadline: 3 Aug 2015                      Chinese Invitation Letter (to support Visa application)**

**Please supply information as listed below for all exhibitors who need an invitation letter to support their application for a visa. Accurate information is essential. Full details must be typed.**

**Procedures:**

1. Please make photocopies of this form if more than one applicant requires visa.
2. Fill in the application form in capital letters or type and return to us together with the passport copy and previous China entry visa copy as soon as possible, and we will proceed with your visa invitation letter immediately.
3. Once approved, China Travel Service (HK) Ltd Limited will return an invitation letter to you by fax.
4. Please take letter together with your passport to your embassy or consulate to get visa.
5. Your embassy or consulate may have an additional charge for their paperwork.

**Attention:**

**Please be reminded that all applicants' passports must be valid for at least SIX MONTHS beyond the intended date to enter China.**

**Invitation Letter Processing Fee: US\$35.00 per person**

Company Name : \_\_\_\_\_

Address : \_\_\_\_\_

Email : \_\_\_\_\_

Tel : \_\_\_\_\_ Fax : \_\_\_\_\_

Surname : \_\_\_\_\_ First Name : \_\_\_\_\_

Sex : \_\_\_\_\_ Nationality : \_\_\_\_\_

Place of Birth : \_\_\_\_\_ Date of Birth : \_\_\_\_\_ (DD/MM/YYYY)

Passport No. \_\_\_\_\_ Occupation : \_\_\_\_\_

Date of Arrival : \_\_\_\_\_ (DD/MM/YYYY) Date of Departure : \_\_\_\_\_ (DD/MM/YYYY)

Place to be collected the visa : (Country) \_\_\_\_\_ (City) \_\_\_\_\_

**Payment Methods: Please settle the payment by credit card**

Credit Card No. \_\_\_\_\_

Name of Cardholder : \_\_\_\_\_

Expiry Date : \_\_\_\_\_ (MM/YY) Type of Credit Card :

Signature : \_\_\_\_\_ Date : \_\_\_\_\_

<p><b>Authorised by:</b></p> <p>Exhibiting Company: ..... Stand No: .....</p> <p>Contact: ..... Position: .....</p> <p>Tel: ..... Fax: ..... Email: .....</p> <p>Signature: ..... Date: .....</p>	<p><b>Please make a copy for your own file &amp; return this form to the following:</b></p> <p><b>China Travel Service (HK) Ltd - Ms Lisa Fu</b>                  Business Travel &amp; MICE Centre                  5/F China Travel Building, 77 Queen's Road,                  Central, Hong Kong                  T: (852) 2853 3537                  F: (852) 2581 1457                  E: <a href="mailto:lisafu@ctshk.com">lisafu@ctshk.com</a></p>
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