

VISA Invitation Letter Requirements

All international visitors should check with his or her local consulate regarding visa and entry regulations for the country in which ASME Turbo Expo will be held, and they should do this well in advance of the conference. Should a letter of invitation be required as part of a visa application, a written request must be submitted to IGTI via email: igti@asme.org or fax: +1-404-847-0151. One of the following qualifications must be met for a letter to be issued:

1. Be an author of an accepted abstract and/or paper. (Include your abstract number or paper number in your request.)
2. Participant in an official conference session (organizer, chair, co-chair, panelist, presenter, speaker. Include the name of the session in which you will be participating.)
3. Paid the conference registration fee. (Include your confirmation number in your request.)
4. A dues-paying member of ASME and your dues are paid in full. (Include your membership number in your request.)
5. Is a representative of an official exhibiting company. (Include the exhibiting company name and booth number in your request.)

Letters of invitation are addressed to the individual who wishes to attend the event. To expedite the preparation of a letter, please complete and return the attached form, **Information Required for Invitation Letter**.

If you have further questions or require additional information, please contact IGTI at +1-404-847-0072 or contact your local consulate.

TE2013

Presented by the ASME International Gas Turbine Institute

ASME Turbo Expo 2013

June 3-7, 2013 San Antonio Convention Center, San Antonio, Texas, USA

INFORMATION REQUIRED FOR INVITATION LETTER

Thank you for your interest in attending ASME Turbo Expo. To expedite the preparation of an invitation letter for the purposes of applying for a visa, please complete this form and email it to igti@asme.org or fax it to +1-404-847-0151.

Please print:

First Name: _____

Last Name: _____

Job Title: _____

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

Qualification: *(ASME membership number, abstract or paper number, registration confirmation number, etc. – see preceding page):*

ATTENTION:

ASME International Gas Turbine Institute (IGTI)

6525 The Corners Pkwy, Suite 115

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igti@asme.org

<http://igti.asme.org/>

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