

To:
Controller of Immigration
Singapore

Name of Local Contact :
ISIC 2004 Secretariat
Nanyang Technological University
Conference Management Centre/CCE
Nanyang Executive Centre, #02-08
60 Nanyang View, Singapore 639673
Telephone No.: 65-6790-4723
Fax: 65-6793-0997
Email: isic@ntu.edu.sg

Date :

Dear Sir

LETTER OF INTRODUCTION FOR VISA APPLICATION

The applicant for visa, _____ (*name of applicant*), of _____ (*Country*), holder of passport / travel document no. _____ is coming to Singapore from _____ (*Country of embarkation*) for the purpose of attending ISIC-2004 symposium. The applicant is my speaker/delegate.

Yours faithfully,

Signature of person acting on behalf of the company / firm

Name, NRIC No. and Designation / Capacity

Official Stamp of company / firm

V39A