For visa application, in addition to your visa application form, you need forms, "Reason for Invitation" and "Your schedule" written in Japanese from me. Some Japanese Embassy ask for the original hardcopy of these forms.

It takes about a week to reach you by airmail.

To prepare the above forms, I need the following information'

Your nationality, your position (Describe in detail, your affiliation, etc), your name (First, Middle, Family), your birthday (Day, Month, Year) for Reason for Invitation form.

Day of your departure (from what airport, flight number, if reserved already, landing airport), your schedule while in Japan

(Hotel name is definitely needed. And the hotel telephone) and departing airport in Japan and arriving airport in your country. If you reserved your flights already, please indicate their flight numbers and airlines) for Your Schedule form.

As the Japanese Embassy calls for the hardcopy forms, I will air mail them to you. So I need the postal address of yours to airmail them to.

Please email me, Shuichi Fukuda, the above information immediately at <u>shufukuda@gmail.com</u>, if you need visa.

## Visa application procedures vary from country to country so please contact the Japanese Embassy in your country to find out what forms are needed.

As soon as I receive the above information, I will email you the above form as email attachment and at the same time I will airmail the original hardcopy forms to you.

Thank you. See you in Yokohama.

Shuichi Fukuda (Conference Program Chair)