**Application form for visa invitation letter**

Please fill in all parts, save and send the form **TOGETHER WITH** your conference registration confirmation to [**ypi-travel-requests@york.ac.uk**](mailto:ypi-travel-requests@york.ac.uk)**.**

Your **NAME and DATE OF BIRTH** should be written as it is shown in your passport.

**\*Chinese applicants**, please provide your name both in **alphabetical letters and Chinese characters**, Thank you

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| **Part A Personal Data** | | | | | | Application Date (dd/mm/yyyy) | | | |
| 1. Title | 1. Name (**FAMILY**, First, Middle)\* | | | | | 1. Date of Birth (dd/mm/yyyy) | | | 4.Age |
| 1. Nationality | | | 1. Passport no. | | | 1. Gender Male/ Female | | | |
| 1. Field of Expertise | | | | | | 1. City name where you will apply for your visa | | | |
| **Part B Employment** | | | | | | | | | |
| 1. Name of organisation | | | | | | | | | |
| 1. Address (Street, City, Country) | | | | | | | | | |
| 1. Telephone | | | | 1. Facsimile | | | 1. Email Address | | |
| 1. Title or Position/Duties | | | | | | | | | |
| **Part C Schedule during your stay (Please inform us, even if it is tentative. If you are planning to visit places other than our institute, fill in Contact Address; otherwise leave this field blank.)** | | | | | | | | | |
| **Date** | | **Activity Plan** | | | **Contact Address** | | | **Accommodation** | |
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| **Part D Hotel Reservation** | | | | | | | | | |
| **Please indicate which hotel you have booked for the duration of your stay and provide proof of confirmation.**  □  □  □  □ **No – I have made a reservation at another hotel myself.**  **Please let us know the hotel name and provide proof of confirmation.** | | | | | | | | | |
| **Period of Stay** (dd/mm/yy – dd/mm/yy) | | | | | **No. of Nights:** | | | | |