



# VISA Invitation Letter Request Form

- This form is only for participating authors, speakers, chairs, committee members, and qualifying attendees of the OPIC Meetings noted.
- Complete one form per person (requests for accompanying family members can be included in the same application)
- Your name must be spelled exactly as it is listed on your passport (capitalize the first letter of your name but do not use all caps); any differences in spelling could lead to delay or denial of your visa.
- Requests are processed based on the order received, and the date of the conference.
- OPIC is unable to contact embassies or consulates on behalf of or in support of any individual making arrangements to attend an OPIC event.
- The fields marked with \* must be filled in.
- Return completed form via email, along with your passport PDF and registration confirmation message to OPIC 2026 Congress Management: [contact@opicon.jp](mailto:contact@opicon.jp)

### \*required fields

\*Your Registration Number: \_\_\_\_\_

\*Select the Conference you have registered for:

|      |      |          |      |            |       |
|------|------|----------|------|------------|-------|
| ALPS | BISC | CPS-SNAP | FAAP | HEDLA/HEDS | ICNNQ |
| IP   | LDC  | LEDIA    | LSC  | LSSE       | META  |
| OMC  | OPTM | OWPT     | SLPC | TILA-LIC   | XOPT  |

Your Submission Number: \_\_\_\_\_

Your Accepted Paper Title: \_\_\_\_\_

\*Date of Birth (day/month/year): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (Age \_\_\_\_)

\*Passport Number: \_\_\_\_\_

\*Gender: ( Male Female)

\*Nationality: \_\_\_\_\_

\*Occupation: \_\_\_\_\_

\*Name (The same as the name of your passport)

Prefix: ( Dr. Prof. Mr. Mrs. Ms.)

\*First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

\*Last (Family) Name: \_\_\_\_\_

\*Email Address: \_\_\_\_\_

\*Affiliation:

\*Mailing Address: ( Business Home) \_\_\_\_\_

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

City: \_\_\_\_\_

State / Province : \_\_\_\_\_

Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Arrival Date and Airport: \_\_\_\_\_ Flight Number: Arrival- \_\_\_\_\_

Departure Date and Airport: \_\_\_\_\_ Flight Number: Departure- \_\_\_\_\_

How long will you stay in Japan?: \_\_\_\_\_

Where will you stay in Japan?(Hotel Name): \_\_\_\_\_

Nearest Japanese Consulate: \_\_\_\_\_