

Company name:

Contact person :

Address : country:

Post Code: TEL. : Fax :

EMAIL:

Website :

Stand no. :

Massive trade fairs organizer has the right to issue the official invitation letter to the foreign exhibitors on their requirement for applying the visa to the people's republic of Egypt. It usually takes 10 work days to handle and issue the invitation letter.

Accuracy is most important. We will furnish the documents letter- to-letter according to the information you provide below. Please type or print clearly. Any error or ensued problem will cause delay even cancellation of your trip. We cannot be held responsible for your typos or illegible writings.

No.	Full name	Gender	Nationality	Date of Birth	Passport No.	Position

Company name: -----

Contact Person: ----- Job Title:-----

Add: ----- Tel:-----

----- Fax: :-----

----- Email: :-----

Duration of Staying in Egypt : from ----- to -----

Embassy or consulate of Egypt you submit the invitation to:-----

Your personal checklist:

The most important things to do!

- Do you have a valid passport?
- Have you applied for a visa?
- Have you registered for all on-site staff for exhibitor badges?
- Have you travel arrangements?
- Have you printed Egyptian business cards?
- Have you printed necessary information in Egypt (e.g. product / company description)?
- Have you checked all the forms and regulations?
- Have you applied special permit for importing endangered exhibits in Egypt?
- Have you arranged the shipment of your goods?
- Have you checked your booth equipment?
- Have you ordered an interpreter or booth assistant?
- Have you sent the catalogue entry with product groups?
- Have you thought about advertising in the fair catalogue?

Note: any inconvenience caused by failure to observe the deadlines and / or to follow the rules and regulations will not be the responsibility of the organizer.

Date Authorized Representative Signature COMPANY STAMP