



Deadline: July 10, 2009

6. 全球鞋類展覽會 6. GLOBAL SHOES – leading trade show for sourcing

申請德國入境簽證邀請信 Invitation Letter for German Visa Application

如需邀請信辦理德國入境簽證，請用英文正楷填妥下表，並於 **2009年7月10日** 或之前傳真致世界展覽顧問有限公司。邀請信需要不少於二十一個工作天辦理。

Please complete this form **in English** if you require the invitation letter and return by fax to World-Fair Consultants Ltd., no later than **July 10, 2009**. Please allow **at least 21 working days** for processing.

傳真 Fax : (852) 2838 1107 電話 Tel : (852) 2838 3183 聯絡人 Contact Person : Ms Cathy Ng / Ms Yvonne Lam

公司名稱 Company Name : _____

公司地址 Company Address: _____

電話號碼 Tel No: _____ 傳真號碼 Fax No.: _____ 電郵地址 E-mail : _____

姓名(與護照相同) Full Name (same in travel Document)	性別 Sex	出生日期 (日/月/年) Date of Birth (dd/mm/yy)	護照號碼 Passport No.	簽發簽證地區 County of Issuing VISA	公司職務 Position in the Company
1.				BJ / GZ / SH / HK	
2.				BJ / GZ / SH / HK	
3.				BJ / GZ / SH / HK	

申請簽證時間，自 _____ 至 _____
Period of Stay, from _____ to _____

附加文件

由於德國大使館及領事館現時收緊簽批的要求，在申請德國入境簽證時，必須同時遞交以下文件：

1. 申請人護照副本 (持有護照有效期不少於六個月)
2. 展位申請表
3. 展位確認書
4. 展位租用發票及付款證明
5. 由參展公司簽批的派遣出差證明信

Additional documents

Due to the tightened rules of German Visa Application, please also submit the following documents with this form:

1. Passport copy of the applicant (valid for more than 6 months from the date of entry)
2. Application Form
3. Booth confirmation letter
4. Official participation fee invoice and payment record
5. Company letter issued by the exhibiting company

備註：

1. 根據德國大使館及領事館的簽證慣例，一般參展商可申請停留德國時間為期十五天。如需延期，請準備證明文件，具體說明多停留德國的目的及有關活動，如參觀工廠及拜訪客戶等。
2. 由德國杜塞爾多夫展覽機構所發出之邀請信，只證明申請人為上述展覽之參展商。德國領事館保留最終接納或拒絕之決定權。

Remarks :

1. According to the general practice of the German Embassy and Consulate, for issuing visa to Chinese Exhibitors for German Trade Fair, the period of stay usually granted for 15 days. Further document is required to proof the purpose and activities of your stay, e.g. Factory visit, or visiting customers, if you need to apply for an extension.
2. Please note that invitation letter issued by Messe Düsseldorf GmbH only certifies that the applicant is one of the exhibitors of the captioned fair. The German Embassy reserves the right to accept or decline any visa application.

簽署及公司蓋章
Signature & Company Chop

日期
Date

WORLD-FAIR CONSULTANTS LIMITED
Rm 1202 Emperor Group Centre, 288 Hennessy Road, Wanchai, Hong Kong.
香港灣仔軒尼詩道 288 號英皇集團中心 1202 室
Tel: (852) 2838 3183 Fax: (852) 2838 1107
E-mail: info@worldfair.com.hk

世界展覽顧問有限公司