**Expert Team on Operational Weather Forecasting Process and Support (ET-OWFPS)**

**Beijing, China, from 12 to 16 March 2018**

**Visa assistance form for official invitation letter**

1. Organization:
2. Address of Organization:

Tel: Fax: Mobile:

Primary E-mail Address: Secondary E-mail Address:

1. Title: Dr/ Prof/ Mr/ Ms/ Mrs/ Miss/ Other(please underline or tick)
2. Family Name: Middle Name: First Name:
3. Date and Place of Birth:
4. Nationality:
5. Passport Number and Place of issuance:
6. Passport Date of issue: Expiry Date:
7. Present Position or Occupation:
8. Dietary instructions, if any:
9. Place of the Chinese Embassy/Consulate/Visa Office where you wish to apply for the visa (if a Chinese visa is required):
10. Flight Information:

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| --- | --- | --- | --- | --- | --- |
| Date of arrival: |  | Time of arrival: |  | Flight No.: |  |
| Date of departure: |  | Time of departure: |  | Flight No.: |  |

Please return this form to Mr. GUAN Chengong :**guancg@cma.gov.cn** with the Numerical Weather Prediction Centre, China Meteorological Administration