Thank you very much for your contribution to IEEE RFID-TA 2015.

In order to obtain a visa, you need to take the following actions.

Please read these instructions carefully, and contact us if you have any question.

\*Contact information is below.

1] Register for Participation in IEEE RFID-TA 2015

Please register for participation online at < http://2015.ieee-rfid-ta.org/registration/>

After you complete online registration, if you have paid the registration fee by credit card, Registration Confirmation will be sent to the registered e-mail address automatically.

If you pay the fee by bank transfer, a reply e-mail with bank information will be sent to the registered e-mail address.

After confirming the payment, Registration Confirmation will be e-mailed by the Registration office.

Please contact the Registration Office (IEEE-RFID-TA2015@ics-inc.co.jp) if you do not receive any e-mail message within 24 hours.

2] Book a Flight

Please contact a travel company in your country and book a flight.

Please book a direct flight to the Narita/Tokyo(Haneda) International Airport if it is operated from your country.

3] Reserve a Hotel

For your convenience we recommend you reserve a hotel via the following website..

Go Tokyo http://www.gotokyo.org/en/

JAPANiCAN http://www.japanican.com/en/

4] Fill out the Visa Application Form **[Next page is the Visa Application Form]**

Please fill out the form **completely** and email it back to the Visa Support Office.

Flight number, hotel and other plan except IEEE RFID-TA 2015 are all necessary information on your visa documents ( = Invitation Letters).

Based on the information given on the form, we will make visa documents for your visa application and send them to you by express courier.

\*If you are not an author, a letter of recommendation from your affiliation (University/Institute/Company) is required to submit.

5] Hand in the Received Visa Documents to the Japanese Embassy or Consulate

Please take the documents to the Japanese Embassy or Consulate as soon as you receive them. If you have any problems, please contact the Visa Support Office immediately.

Sincerely,

**Visa Support Office of IEEE RFID-TA 2015**

c/o ICS Convention Design, Inc.

Tel: +81-3-3219-3600 Fax: +81-3-5283-7256

E-mail: IEEE-RFID-TA2015@ics-inc.co.jp

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## Conference Information

1: Registration Number Reg-00002

2: EADS Paper ID(if any) 1570141483

## Personal Information

1: Full name (as it appears on your passport)

Mr. Hazem Abdelaal Ahmed Elsaid Ibrahim

2: Gender (please write “Yes”) Male Yes Female

3: Date of Birth Month 12 Date 08 Year 1983

4: Nationality Egyptian.　　5: Residential Country: Germany.

## Office Information

1: Company / University / Institute Name

Friedrich-Alexander-Universität Erlangen-Nürnberg

2: Department LIKE

3: Position at your office (e.g. Professor, Director, Leader, Officer, etc.) PhD. Student

4: Mailing Address of Company / Plant / Institute (E-mail or “P. O. Box” is **UNACCEPTABLE**.)

(Room, Suite, Bldg. No./Street, Road, Avenue No./City, Town, Area/District, Province, State/Country)

Fraunhofer IIS (LIKE), Am Wolfsmantel 33, 91058, Erlangen, Germany

Zip Code 91058

5: Telephone Number (please write “Yes”) Home       Office Yes

Country Code +49 Area Code 9131 Number 8525371

Country Code +49 Area Code 176, Number 31084464 (Mobile or Cell)

6: Fax Number (please write “Yes”) Home       Office

Country Code       Area Code       Number

7: E-mail Address (the one you check most often) hazem.a.elsaid@fau.de

## Travel Information \* Please fill out all flight plans. If it is not fixed, please fill out your tentative plan.

**[Arrival]**

1: Departure Date in your country – Month: 09, Date: 13

2: Departure Airport in Your Country Nuernberg

Flight information (Airline: Lufthansa. FLT Number: LH0149) Connecting FLT, if applicable

Flight information (Airline: Lufthansa. FLT Number: LH0716) Arrival FLT in Japan

3: Arrival Date in Japan – Month: 09 , Date: 14

4: Arrival Airport in Japan Tokyo Haneda

**[Departure]**

1: Departure Date from Japan - Month 09, Date 21.

2: Departure Airport in Japan Tokyo Haneda

Flight information (Airline lufthansa FLT Number LH7245) Departure FLT in Japan

Flight information (Airline lufthansa FLT Number LH2162) Connecting FLT, if applicable

3: Arrival Airport in Your Country: Nuernberg

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E-mail: IEEE-RFID-TA2015@ics-inc.co.jp

**[Schedule]**

**Please fill out your schedule (Date / Activity / Hotel / Hotel Tel.) for each day.**

(Not only IEEE RFID-TA 2015 but also other plans, such as sightseeing, in Japan need to be notified. Please note that our documents will support your stay only for 7 days or less in total.)

|  |  |  |
| --- | --- | --- |
| Date | Activity | Hotel |
| Month 09 Date14 | Arrival date | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date15 | Preparing | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date16 | Conference attending | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date17 | Conference attending | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date18 | Conference attending | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date19 | sightseeing | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |
| Month 09 Date 20 | sightseeing | Hotel: Gracery Tamachi     Hotel Tel.: 81-3-6699 10 00  Hotel Address : 3-8-1 Shibaura |

If you have any questions about visas, please let us know.