Dear Sir/Madam,

In the early stage of the meeting, we need to collect the relevant information of the invited units and experts. Detailed information can be found in the annex. We hope to return to the designated mailbox（Gaojian@craes.org.cn） as soon as possible.

Thanks

The following are Attachment 1-4.

**Attachment 1**:

Brief Introduction of Participants'organization

**Attachment 2：**

Visa Information Form for Invitee to China

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name | Gender | Date of Birth | Passport Number | Expiry Date of Passport | Nationality | Organization | Position (Level) | Date of Intended Visit | Duration of stay | Places to Visit | Visa Embassy (Consulate) | Permanent Land |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

**Attachment 3：**

Copy of the Invitee's Passport

（Passport information page）

Note: Format Requirements - Vertical Printing

**Attachment 4：**

Resume

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | | | | | Date of Birth | |  | | Gender | |  | Photo |
| Country |  | Title | |  | | | Research Interest | | |  | | |
| Affiliation |  | | | | | | Academic Organization | | | / | | |
| Address |  | | | | | | | | | | | |
| Tel |  | | Fax | |  | | | | E-mail | |  | | |
| Resume | Education  Working Experience  Major Achievements  Expertise | | | | | | | | | | | | |
| Employment Information in China |  | | | | | | | | | | | | |