



Twenty-third European Photovoltaic Solar Energy Conference and Exhibition

Feria Valencia, Convention & Exhibition Centre, Valencia, Spain
Conference 1-5 September 2008 • Exhibition 1-4 September 2008

Procedure to request an official letter of invitation for Visa Application of Conference Delegates and Exhibitors

International attendees may need a letter of invitation in order to obtain a visa to visit Spain. We strongly advise to start the visa application process as early as possible. Kindly note that the event organiser will not be able to contact or intervene with any Embassy or Consulate office on your behalf.

All **Conference delegates** must have registered and paid the required registration fees¹⁾ before requesting an official letter of invitation. A link to the 23rd EU PVSEC online registration information will be available at www.photovoltaic-conference.com.

Exhibiting companies who wish to obtain a visa letter to visit Spain should address to WIP, the event organiser, and forward a list with the names of their staff including all further details as outlined below.

To request an official letter for your visa application, be sure to provide us **before 01 July 2008** with the following detailed and correct information: Name and first name, date and place of birth, passport number, complete mailing address, telephone & fax number and your email address (We strongly recommend to contact the respective embassy/consulate before applying for a visa letter to find out which additional details might be required).

All requests should be sent by email to pv.conference@wip-munich.de. Please mention the subject of the email: 'Request of an official letter of invitation for visa application'.

Please note that in the absence of the above mentioned information or if you are not an Exhibitor or Conference delegate we will not be able to process your request.

For all Conference and Exhibition enquiries, please contact WIP:

ORGANISATION & COORDINATION OF THE CONFERENCE AND EXHIBITION

WIP-Renewable Energies	Tel. +49 – 89 – 720 12 735
Sylvensteinstr. 2	Fax +49 – 89 – 720 12 791
D – 81369 Munich	pv.conference@wip-munich.de
Germany	www.photovoltaic-conference.com

¹⁾ The Conference Registration fees are refundable if the visa application is denied. An administrative charge of € 30 plus eventual bank charges will be applied to all refunds. All refund requests will have to be received in writing before the Conference. No refunds will be made for cancellations received during or after the event.

Disclaimer:

This procedure is intended to assist participants who need to obtain a visa or permission to attend the 23rd EU PVSEC Conference & Exhibition and is not an official invitation covering fees and/or any other expenses or financial support from the 23rd EUPVSEC. The organisers are not to be held responsible for the outcome of your visa application.