

Invitation to the 76th IEA SHC Executive Committee meeting

Dear Colleagues,

On behalf of the China Academy of Building Research, it is my pleasure to invite to the 76th IEA Solar Heating & Cooling Programme's Executive Committee meeting in Beijing, China on October 15-17, 2014.

PRELIMINARY SCHEDULE

May 15

OA meeting (CNCC E 231)

May 16

8:30 ExCo meeting Day 1 (CNCC E 231)

19:00 ExCo dinner (off site)

May 17

9:00 ExCo meeting Day 2 (CNCC E 231)

HOTEL

Book your hotel room using the link below:

http://meeting.cnccgrandhotel.com/m43/hotel_s_reg.aspx

MEETING REGISTRATION

A registration form is attached. Please return by **September 20** if possible and no later than October 1.

Please do not hesitate to contact me if you have any questions or special requests. I look forward to welcoming you to Beijing.

Sincerely,

He Tao

China Academy of Building Research

[Tel:861064517446](tel:861064517446)

FAX:861084288287

E-mail:he.tao@ymai.com

Note: This invitation is not suitable for VISA requirement, if the invitation for VISA is required, please fill all the blanks with yellow highlight in the form, then mail to Minwang(minwangbeijing@yahoo.com) no later than 15 August,2014.

被授权单位邀请函

Invitation Letter of Duly Authorized Unit

编号/ No. :

此函仅限申请人前往中华人民共和国驻 _____ 大使馆（总领馆/领事馆/处）或中华人民共和国外交部驻 _____ / _____ 特别行政区特派员公署申请签证时使用。Please apply forthwith for visa at the Embassy (Consulate General /Consulate/Office) of the P. R. China in _____ or the Commissioner's Office of the Foreign Ministry of the P. R. China in _____/_____ SAR with this letter.

被授权单位名称 Name of Duly Authorized Unit		中国建筑科学研究院 China Academy of Building Research			
被邀请人情况 Information of the Invited					
	外文姓名 Full Name	性别 Sex	出生日期 Date of Birth	国籍 Nationality	护照号码 Passport No.
1					
2					
3					
4					
5					
申请签证效期 Validity of Visa Intended stay	三个月	拟入境次数 Number of Entries	一次	最长停留天 数 Longest Stay	天
拟入境日期 Date of First Entry		访问地点 Places to Visit	北京	事由 Purpose of Visit	参加第三届国际太阳 能供热制冷大会 Participate SHC 2014
联系人 Contact Person	孔冬青		被授权单位盖章及负责人签署 Seal and Signature		
电话 Tel.	010-64517248				
传真 Fax	010-84281369				
邮箱 E-mail	cabrwsch@vip.sina.com				
			2014 年	月	日
			Year	Month	Day

注：本函限五人使用。不足五人的空白部分，请对角划一斜线。超过五人另行出函。

Notes: This letter is for 5 people at most. Please cross a diagonal in the blank space if there are less than 5 people. For more than 5 people, please issue another one.