



AEGT2020 Requesting Letters of Invitation—Information Required

Thank you for your interest in participating in AEGT2020.

If you require a formal letter of invitation for funding or visa purposes, we will need the following information that should be sent by email to tom.sork@ubc.ca:

- Complete name (as found on passport):
- Date of birth:
- Job title:
- Place of work or study:
- Work/study address and phone number:
- Home address and phone number:

We have available three types of letters so ***please indicate clearly which type you require and whether you require a hard copy in addition to an emailed PDF version.*** We cannot send hard copies of letters by courier so please allow enough time for postal service airmail delivery.

The three types of letters are:

1. **AEGT2020 General Invitation Letter.** This letter can be issued any time the information above is provided and the request indicates a desire to attend the conference. Issuing this letter does not depend on whether you will be presenting at the conference.
2. **AEGT2020 Accepted Proposal Invitation Letter.** This letter can be issued if you submitted a proposal to present your work at the conference and that proposal has been accepted by the organization to which you submitted it. This letter can only be issued once the proposal review process is complete, likely sometime between November 30 and December 15, 2019.
3. **AEGT2020 Confirmed Payment of Registration Fee Invitation Letter.** This letter can be issued only after your registration fee has been paid in full. We will open the registration process no later than March 1, 2020. Payments can be made by credit card or bank draft in Canadian dollars. The registration fees will be posted to the conference website as early as possible, but before December 15, 2019.

We have registered AEGT2020 with the Government of Canada's immigration/visa and border security authorities. They also are aware that we will be issuing the three types of letters described above.

Again, all requests for any type of letter should be sent by email to tom.sork@ubc.ca.