**Sample request form for personal invitations**

**To be printed on your Federation’s letterhead**

To the International Life Saving Federation

Gemeenteplein 26

3010 Leuven – Belgium,

Date: (xx/xx/2020)

Undersigned, President of the (full name of your federation in English), herewith requests the issuing of an official invitation letter to:

|  |  |
| --- | --- |
| First Name (as per the passport) |  |
| Family Name (as per the passport) |  |
| Date of Birth |  |
| Place of Birth |  |
| Country of Birth |  |
| Nationality |  |
| Passport - Number |  |
| Passport - Date of issue |  |
| Passport - Date of expiry |  |
| Telephone number |  |
| Name of Club  |  |
| Planned arrival date in Italy |  |
| Planned departure date from Italy |  |
| Planned accommodation address in Italy\* |  |

\* As booked with the ORION Agency

Tick the appropriate box

|  |  |  |
| --- | --- | --- |
| What | Yes | No |
| The person will participate in the ILS Meetings | ILS Commission Meetings |  |  |
| Board of Directors Meetings |  |  |
| General Assembly |  |  |
| The person will participate as a competitor/team official, or, has been appointed by the ILS Sport Commission as a Technical Official at the Lifesaving World Championships  | National Teams Open |  |  |
| National Teams Youth  |  |  |
| Interclub Teams Open |  |  |
| Interclub Teams Youth |  |  |
| Masters |  |  |
| Inflatable Rescue Boats |  |  |
| Surfboats |  |  |

Tick the appropriate box

|  |  |  |
| --- | --- | --- |
| What | Yes | No |
| I confirm that my federation is funding the travel, accommodation and board expenses. |  |  |
| I confirm that the concerned person is self-funding the travel, accommodation and board expenses. |  |  |

I attach to this request form a copy of the passport of the concerned person.

I guarantee that the above information is correct.

Name of the President: ……………………………

Signature