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Given Name: _____ Family Name: _____
 Gender: _____ Birthdate: _____
 Passport Number: _____ Passport Issuing Country: _____
 Issue Date: _____ Expiration Date: _____
 Company Name: _____ Position/Career: _____
 Business Address: _____
 Telephone: _____ Email: _____

To whom it may concern,

The Broadband Forum (BBF) will be holding its Q4 Meeting in Bangkok, Thailand, from December 4-7, 2023 and _____ is cordially invited to attend. Additional information regarding the meeting is below.

The meeting is being held at the JW Marriott Hotel Bangkok
Address: 4 Sukhumvit Road Soi 2, Bangkok 10110, Thailand

_____ is representing their employer while attending this meeting and their travel-related expenses and conference fees will be borne by their employer.

To further assist in processing this Visa request, the following is a description of the BBF:

Broadband Forum is the communications industry’s leading organization focused on accelerating broadband innovation, standards, and ecosystem development. Our passion is to deliver on the promise of broadband by enabling smarter and faster broadband networks and a thriving broadband ecosystem.

Broadband Forum is an open, non-profit organization composed of the industry’s leading broadband operators, vendors, and thought leaders who are shaping the future of broadband.

Hotel Reservations:

A block of rooms has been set aside at the rate of 6,000++ Single/ 6,500++ Double Persons (exclusive of taxes & fees)

This room rate includes taxes, in-room internet access, breakfast at the JW Cafe, and Health Club/Fitness Center use. To be guaranteed these discounted rates, reservations must be made by **Friday, November 17, 2023** or until sold out.

The Broadband Forum rate will be honored three days prior and three days following the meeting, based on availability

To register for the meeting, review the hotel booking details or preview the agenda, please go to: <https://wiki.broadband-forum.org/display/BBF/2023+Q4+Meeting+-+December+4-7>

Thank you for your time; please feel free to contact me with any questions.

Best Regards,

Mrs. Gabrielle (Gabby) Bond
Meeting Manager / The Broadband Forum
Email: gbond@amsl.com / Direct (510) 492-4022 / Fax (510) 492-4001

Note: For details on how this information is used and stored please our: [Privacy Policy](#). If you would like the Forum to retain this personal information for the creation of future visa letters please select this check box ____.