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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 Spring 2024 Members Meeting in Mainz, Germany, from March 4-7, 2024, and \_\_\_\_\_ is cordially invited to attend. Additional information regarding the meeting is below.

The meeting is being held at Hilton Mainz located at Rheinstrasse 68, Mainz 55116

\_\_\_\_\_ 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.

To register for the meeting, review the hotel booking details or preview the agenda, please go to: <https://wiki.broadband-forum.org/display/BBF/2024+Spring+Meeting+-+March+4-7>

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

Best Regards,

Mrs. Gabrielle (Gabby) Bond  
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