

## Visitor Profile

**Company name:**

Address in Vietnam:

Tel: ..... Fax:

E-mail: ..... Website:

**Executive guest's name:**

Position:

Desk phone: ..... Mobile phone:

E-mail:

Duties / responsibilities:

Spoken language(s) for trade communication:

**Remarks / comments:**

**Person(s) to accompany :**

\* Mr./ Mrs./ Ms. .... Position:

Desk phone: ..... Mobile phone.

Hotel room sharing:  Yes  No

\* Mr./ Mrs./ Ms. .... Position:

Desk phone: ..... Mobile phone:

Hotel room sharing:  Yes  No

**Date:** .....

**(Authorized signature & Company's stamp)**