



**Beijing Yazhan Exhibition Services Limited**  
Shanghai Branch  
北京雅展展覽服務有限公司上海分公司

Date : dd/mm/yyyy  
Our Ref.: PR-CPS12

Address:  
City / Postal code:  
Country:  
Tel:  
Fax:  
Email:

**TO WHOM IT MAY CONCERN**

**Re: The 26th International Exhibition on Plastics and Rubber Industries  
Shanghai New International Expo Centre, PR China  
Apr 18-21, 2012**

The 26th International Exhibition on Plastics and Rubber Industries (also known as "CHINAPLAS 2012") will take place from Apr 18-21, 2012 at Shanghai New International Expo Centre, PR China. We cordially invite the following representative to participate in the captioned exhibition.

Name of Applicant:	
Company Name:	
Job Title:	
Nature of Business:	
Nationality:	
Date of Birth:	
Passport No.:	
Date of Issue:	
Date of Expiry:	
Place of Issue:	

**SAMPLE**

Thank you for your kind attention.

For and on behalf of  
Adsale Exhibition Services Ltd

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Brigitta Choi  
Assistant Manager  
Marketing Communications Department