

International Conference on Sustainable Energy & Smart Technologies (ICSEST-2026)

September 24-25, 2026
University of British Columbia, Vancouver, Canada
support@icsest.org | www.icsest.org

Please read this form carefully, line by line, before completing and signing it. To prepare your official invitation letter and visa-support documents, please provide a clear **copy of your valid passport information/ID page**. Ensure that all information provided is complete, accurate, and matches your passport.

Complete, **check** [☒] each applicable declaration, and sign this form before ICSEST-2026 issues a personalized invitation letter or visa application support package. The participant must sign. If the payer is a different person, the payer must also sign. Submit through the secure method provided by ICSEST-2026. **Do not send a payment-card number, CVV, online-banking password, or payment-account password.**

1. Request and Participant Information

Request type*	☐ Attendance - no invitation letter or visa application support package required. ☐ Invitation letter and visa application support package required.		
Registration/reference number		Participant type	☐ Audience ☐ Author/Presenter
First/Given name*		Last/Family name*	
Email address*		Telephone*	
Organization/University/Company			
Date of birth*	DD Month YYYY	Passport number*	
Passport-issuing country*		Country of residence*	
Street address*		City*	
State/Province/Region*		ZIP/Postal code*	
Country*		Abstract/Paper ID	If applicable

* Required only for an invitation letter/visa-support request. The street address may be a current residential, university, institution, organization, or company address. Enter passport names exactly as shown on the valid passport. If the passport contains one name only, enter it in the applicable field and write N/A in the other.

2. Registration Payment Information

Receipt/Transaction No.*		Amount and currency*	
Payer First/Given Name*		Payer Last/Family Name	
Payer email used for payment*		Payer telephone	
Relationship to participant		Payer status*	☐ Same person ☐ Different person

3. Participant Declarations, Consent and Acknowledgments

[☐] 1. Accuracy and authority: I confirm that the information submitted by me is true, complete, and current; passport details match my valid passport; and I am authorized to request the stated services. I understand that ICSEST-2026 may rely on this information and is not responsible for errors or delays caused by inaccurate or incomplete information that I supplied.

[☐] 2. Payment authorization: I confirm that the registration payment was made by me or by a payer who knowingly authorized payment for my ICSEST-2026 registration. If the payer is different, I understand that no personalized invitation letter or visa-support package will be issued until the payer authorization below is completed and verified.

[☐] 3. Purpose and no visa guarantee: I request conference documentation only for legitimate participation and related travel documentation. I understand that an ICSEST-2026 invitation or support package does not guarantee a visa, travel approval, admission to Canada, or entry at the border. Immigration decisions are made solely by the competent Canadian authorities.

[] 4. Participant responsibilities: I am responsible for my visa application; the truth and completeness of information submitted to authorities; travel documents; transportation; accommodation; insurance; expenses; and compliance with immigration and border requirements.

[] 5. Terms, refund, and personalized services: I confirm that, before signing, I had access to and accepted the ICSEST-2026 Registration Terms and Conditions, Refund and Cancellation Policy, and Privacy Policy in effect on the payment date. I understand that personalized document services may become non-refundable after preparation or issuance as stated in the published policy, subject to applicable law and payment-network rules.

Terms and Conditions: <https://ICSEST-2026.org/terms-and-conditions.html>
Refund and Cancellation Policy: <https://ICSEST-2026.org/refund-and-cancellation-policy.html>
Privacy Policy: <https://ICSEST-2026.org/privacy-policy.html>
Code of Conduct: <https://icsest.org/code-of-conduct.html>

[] 6. Non-transferability and restricted codes: I will not alter, sell, transfer, lend, publish, or permit another person to use my personalized documents. I will not publish or share an ICSEST-2026 verification reference or IRCC special-event code except with ICSEST-2026, the relevant authority, or my authorized representative for my own application.

[] 7. Suspension and withdrawal: I understand that ICSEST-2026 may suspend or withdraw its registration and document verification where payment is reversed or unpaid, authorization cannot be verified, material information is false, or documents are altered, transferred, or misused. After written notice, I will not represent a suspended or withdrawn document as proof of active registration. ICSEST-2026 does not decide, cancel, or revoke any visa or immigration application.

[] 8. Administration, privacy, and permitted disclosure: I consent to ICSEST-2026 collecting, using, and processing my information for conference administration; registration, attendance, and communications; document preparation and verification; identity and payment verification; accounting, audit, and recordkeeping; security and fraud prevention; complaints, refunds, chargebacks, and disputes; enforcement of terms; and legal or regulatory compliance. ICSEST-2026 may disclose the minimum information reasonably necessary to payment processors (including Stripe or PayPal), acquiring and issuing banks, card networks, contracted service providers, professional advisers, authorized institutions, Immigration, Refugees and Citizenship Canada (IRCC), Canada Border Services Agency (CBSA), law-enforcement bodies, or other competent authorities where authorized, required by law, or reasonably necessary for these stated purposes.

[] 9. Payment-dispute evidence: If a payment dispute occurs, I understand that relevant evidence may be submitted through official secure channels. This may include this signed form, registration and payer details, relevant correspondence, transaction metadata, accepted terms, proof of document preparation, delivery or access, technical logs, and relevant portions of the invitation or support package. Sensitive information will be limited or redacted unless directly relevant and reasonably necessary, or specifically required by an authorized recipient.

[] 10. Information security and unforeseen incidents: I understand that no electronic transmission or storage system is completely risk-free. ICSEST-2026 will use reasonable administrative, technical, and organizational safeguards. To the extent permitted by law, ICSEST-2026 is not responsible for loss caused solely by circumstances beyond its reasonable control where reasonable safeguards were maintained. This does not waive my privacy rights or exclude responsibility for negligence, willful misconduct, or failure to comply with applicable law.

[] 11. IRCC verification consent: I authorize ICSEST-2026 to share my invitation letter and necessary related information with IRCC for verification, authenticity confirmation, and fraud prevention. Once I have applied for a Canadian visa, I agree to provide my visa application number (e.g., A123456789) so it may be linked to my invitation letter for verification. I understand that if I do not provide this number, ICSEST-2026 may be unable to link or submit my invitation for verification and is not responsible for resulting delays or verification issues.

[] 12. Passport and Misconduct Acknowledgment: I acknowledge and consent to providing a copy of my valid passport information page for identity verification and issuance of ICSEST-2026 invitation or supporting documents. I agree not to misuse conference documents, provide false information, make unauthorized payments, fraudulent bank or credit/debit card chargebacks or disputes, or violate conference terms, refund policies, or the Code of Conduct. Where misconduct or fraud is substantiated, ICSEST-2026 reserves the right to suspend or terminate services, withdraw or invalidate issued documents, report the matter to relevant authorities, including IRCC, institutions, or payment providers, and, where lawful, publish a factual notice on the conference website identifying my name, country, registration category, nature of the violation, and other reasonably necessary information, without prior notice to me, to the extent permitted by applicable law and the conference’s Privacy Policy.

4. Signatures			
Participant Full Name		Participant signature	Participant signature goes here.
Signature date	DD Month YYYY		
Payer authorization (only if payer differs): I confirm that I am the payer/cardholder or authorized user and approve the stated payment for the named participant and requested services.	Payer full name		
	Signature date		DD Month YYYY
	Payer signature		Payer signature goes here.
	Payer email		

Retain a copy of the completed form and applicable policies for your records.

Processing Notice

After the completed form and all required information have been received and verified, the invitation letter and visa application support package will normally be issued within **2 business days**.

Delays in submitting the form, missing signatures, incomplete or inaccurate information, or unverified payment details may delay the preparation and issuance of the requested documents.

5. ICSEST-2026 Office Use			
Payment/risk review	[] Complete	Participant/payer verification	[] Complete [] N/A
Package issued by/date		Verification code	
Note			