

International Exhibitors – Visa Request Form

Official information about applying for a visa can be found on the U.S. Department of State Bureau of Consular Affairs Visa Services [website](#). The visa application process can take several months, so NRF encourages international exhibitor to apply for visas as early as possible.

Individuals may request an invitation letter by sending a request to Susan Cuevas at cuevass@nrf.com. NRF is unable to contact US embassies in support of an individual attempting to gain entry into the United States to attend NRF's Big Show.

NRF's guidelines for providing invitation letters are as follows:

- Invitation letters will only be issued to employees of confirmed Exhibiting Companies who have registered for the show. We are unable to process requests for family members not working for the exhibiting company.
- Only a PDF invitation letter will be emailed to the attendee. Original invitation letters cannot be mailed.
- If a visa is denied, NRF will refund according to our cancellation and refund policy as listed in your exhibit booth application terms and conditions. If you paid for any additional registrations beyond your booth allotment, NRF will refund your fees accordingly.
- The invitation letter does not financially obligate NRF in any way. All expenses incurred in relation to the NRF Big Show are the sole responsibility of the exhibitor.
- NRF is not authorized to assist with the visa process beyond providing an invitation letter.
- The following information will be required to submit:

Gender: (Mr. Mrs.)

First Name:

Last Name:

Job Title:

Company Name:

Company Address:

City:

Country:

Passport Number: