[DATE]

[NAME]

[ADDRESS]

[COUNTRY]

Passport:

Date of Birth:

Place of Birth:

Gender:

Dear [NAME],

It is a pleasure to invite you and your company to Rosemont, IL USA to attend LeadsCon Connect 2024. The event is being held September 24-25, 2024 at the Donald E. Stephens Convention Center.

LeadsCon Connect provides our domestic and international participants an excellent venue for networking with prospective business partners, as well as offer fresh data, keen market intelligence and strategies you need to achieve new levels of excellence and business development.

I would like to request that the Visa accommodates the length of the conference as well as allow for adequate travel time. Expenses will be covered by your sponsoring company, and you will earn no salary from a US source during this trip.

It is important to note that a visa is required for the purpose of visiting the United States. Advance travel planning and early visa application are critical to allow for lengthy processing times. For more information on how to apply for your visa and the time required for visa processing, please contact the Consular Section of the Embassy or Consulate nearest you. A list of consular offices is available online at https://www.usembassy.gov/.

Please visit our web site at <https://www.leadscon.com/event/leadscon-connect-2024/> to receive additional information about the show, as well as access to housing and registration forms.

Thank you for your interest in LeadsCon Connect. We hope that you will be able to join us.

Sincerely,

**Heather O’Connell**

Heather O’Connell

Managing Director

Access Intelligence, LLC

LeadsCon Connect

301-354-2000