**Date:**

**To:** Visa Officer

Consulate of Nigeria

**Re: Request for Visa Issuance – Delegate to the 3T Leadership Conference**

| **Delegate Details** | **(to be completed for each applicant)** |
| --- | --- |
| Full Name: |  |
| Passport No: |  |
| Date of Birth: |  |

| Passport Issue Date |  |
| --- | --- |
| Passport Expiry Date |  |
| Nationality |  |

**1.** **Conference Confirmation**

This letter confirms that **NextGen Leadership Foundation** has officially registered the above-named delegate to attend the **3T Leadership Conference** (Theme: ***First Things First***), which will be hosted in collaboration with EQUIP as follows:

**Dates:** Tuesday, November 18th - Friday, November 21st

**Venue: *PISTIS Conference Centre***

**Organiser:** NextGen Leadership Foundation

**Purpose:** Five-day intensive leadership program featuring keynote sessions, certified workshops, and community impact labs designed to equip emerging African leaders.

All registration fees for the delegate have been paid in full.

**2.** **Accommodation & Logistics**

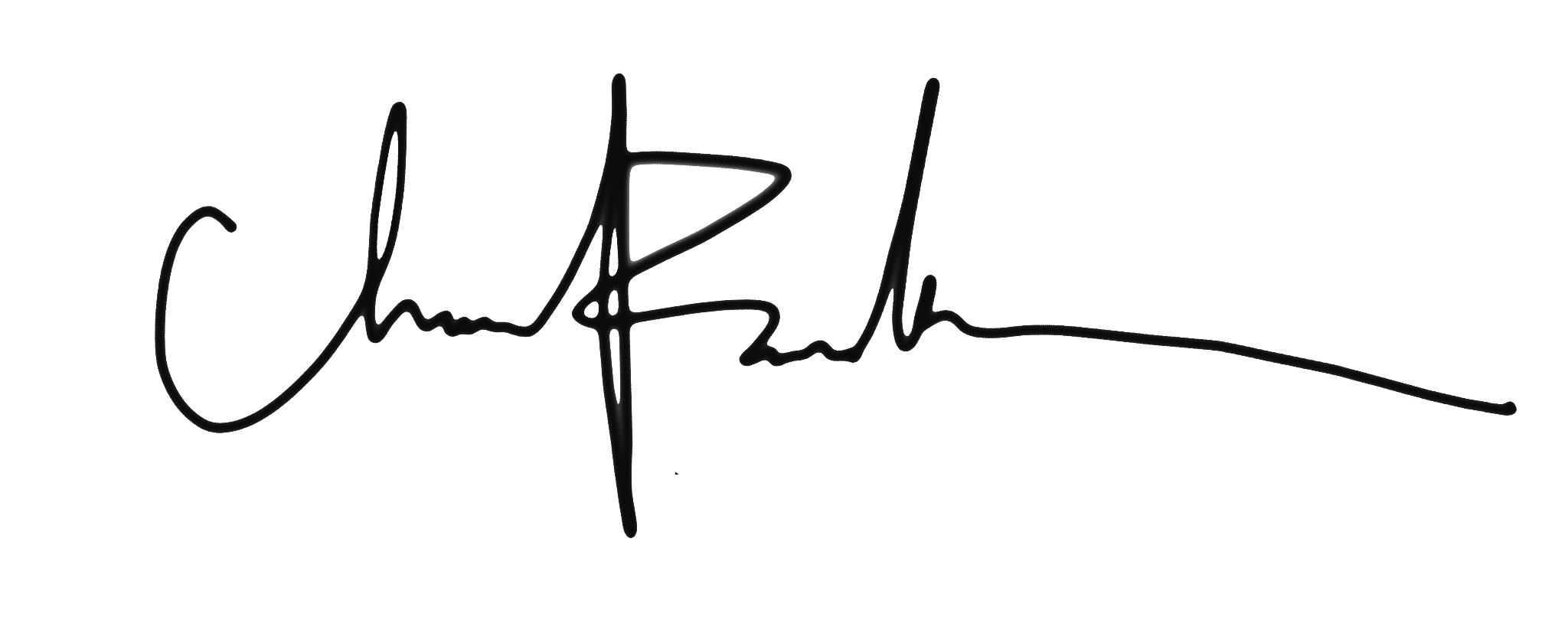
For the convenience and security of our delegates, NextGen Leadership Foundation has arranged a block booking at HotelInn - 1 Prince Yomi Daramola St, off Water Corporation Drive, Oniru, Victoria Island, Lagos.

[**https://hotelinn.ng/**](https://hotelinn.ng/)

Kindly grant the applicant the necessary support in processing their visa to Nigeria.

Thank you.

Yours sincerely,



Gbenga Samuel

**Executive Director, NextGen Leadership Foundation**