INTERNATIONAL CENTER FOR
LAND POLICY STUDIES AND TRAINING

Ref. 106020031   January 3, 2017

Concerned Authorities related to Land Taxation and Valuation
c/o
Taipei Representative Office in Hungary

Dear Sir/Madam:

Subject: Invitation to Nominate Country Participants to Attend ICLPST 134th Regular Session on Land Taxation and Valuation

On behalf of the International Center for Land Policy Studies and Training (ICLPST), I cordially invite your country to nominate candidates for participation in the Center's 134th Regular Session on Land Taxation and Valuation.

The training will begin on May 19 and conclude on June 16, 2017.   Your organization is invited to nominate two candidates for our consideration.   The Screening Committee of the Center will make the final selection of participants to this training, and the Center will accept only one nominee.

To facilitate your nomination and the Center's selection, please kindly observe the following regulations and guidelines:

(a)   Candidates must be proficient in both spoken and written English in order to be able to follow lectures and instructions conducted in English.

(b)   Candidates must be persons who are presently working in the areas of land taxation and valuation or any other areas related to the subject matter.

(c)   There is no age limit for the candidates, but they must be medically fit for travel abroad. Those who are in medication for chronic diseases have to prepare sufficient medicine for the duration of stay in Taiwan.

(d) If the candidate is admitted to the training, the Center will buy him/her insurance to cover accidental death, accidental disability, accidental injury and hospitalization. However, other medical expenses not covered by the insurance have to be borne by the participant, therefore he/she is also advised to buy medical insurance in his/her home country to cover the period in Taiwan.

(e) To make sure all the content on the application be recognized correctly, candidates must type out all the information; handwritten application form will not be accepted.

Please note that the Center will provide for each participant a round-trip economy-class air ticket for travel between his/her country's capital city and Taipei by the most direct route, and will take care of the board and lodging expenses during the training. The Center, however, will not pay for any other incidental expenses in connection with the participant's travel such as visa fees, airport taxes, en-route hotel accommodations etc. In case participants fail to participate in the training, he/she should be responsible for the expenses related to booking/cancellation of air tickets for his/her travel to Taiwan.

All participants should have valid passports and visas (they shall apply for a visa valid at least for the duration of their stay in Taiwan) for entry into the Republic of China (Taiwan). In addition, to better facilitate discussions among the participants as well as lecturers, we require that every country have a country paper prepared to be presented in class. The topic should bear relevance to the theme of the course (see the course outline). Presentation is limited to within 20 minutes for each presenter (adjusted to the number of participants). Computer /projector will be provided by the Center during the presentation. However, participants need to use computers outside the presentation, they are advised to bring their own laptop (Wi-Fi is provided at the Center).

All candidates must fill in the enclosed application form and send it to Taipei Representative Office in Hungary before April 7, 2017 for onward transmission to the Center. Successful candidates will be duly notified of the Center's decision. The Center reserves the right of final selection of participants. Thank you very much for your kind cooperation.

Sincerely yours,

Clemens F.C. Chung

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Director

Enclosures: 1. Application Form
                       2. Course Outline