

REQUEST TO CHANGE OF CONTENTS

1. Name of the meeting : _____

2. Chair : _____

3. Organization : _____

4. Date(s) and Venue : _____

5. Details of changes : Cancellation

Postponement / Date(s) and Venue : _____

Others / Details : _____

6. Reason(s) : _____

7. Report submission date (within 1 month after the meeting) : _____

Signature

Date

Type / Print