



Visiting Delegation / Organization Information

Thank you for your interest in visiting the City of Palo Alto. As the *Birthplace of Silicon Valley*, Palo Alto is recognized as a worldwide leader in technology, innovation, commerce and governance. We are honored to share our story with you. In order to try to accommodate your visit and ensure it is productive, we respectfully request the following information.

Organization Name:	
Address, City, State, Country:	
Contact Name:	
Contact Email:	
Contact Phone Number:	
Contact Address, City, State, Country:	
Purpose of Visit:	
What Your Visit will Provide for the City of Palo Alto:	
Request for the City Regarding Your Delegation/Group:	
Travel Dates:	
Requested/Preferred Visit Time with the City: (please list all desired times.)	
Subjects to be Discussed:	
City Staff (Subject Matter Experts) Desired:	
List Other Organizations You Plan to Visit:	
Provide Any Other Pertinent Information:	

Please attach or list your delegation members below. Include name, title, and level of English proficiency.

Name	Title	Level of English Proficiency