



## U.S. LICENSE REQUIREMENTS

### 1- Official Government travelers (Category 1 in the Travel Affidavit)

- **DOCUMENT REQUIREMENT** for travel under the General License for Officials of the U.S. Government, foreign governments, and certain international organizations of which the U.S. is a member who are traveling on official business.

\_\_\_ Please find attached documentary corroboration (e.g. copy of diplomatic passport, letter from government or intergovernmental organization) of my status, as well as the signed copy of the attached Travel Affidavit.

- **SIGNED STATEMENT REQUIREMENT** for travel under the General License for official government travelers.

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am an official of the U.S., foreign government or an intergovernmental organization of which the U.S. is a member, and that I am traveling on official business.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

### 2- Journalists (Category 2 in the Travel Affidavit)

- **DOCUMENT REQUIREMENT** for travel under the General License for Persons Regularly Employed as Journalists by a news reporting organization and persons regularly employed as supporting broadcast or technical personnel who travel to Cuba to engage in journalistic activities.

\_\_\_ Please find attached documentary corroboration (e.g. press card, letter from news reporting organization) of my journalistic status, as well as the signed copy of the attached Travel Affidavit.

- **SIGNED STATEMENT REQUIREMENT** for travel under the General License for Journalists and supporting broadcast or technical personnel.

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am regularly employed as a journalist by a news reporting organization or I am regularly employed as a supporting broadcast technician traveling to engage in journalistic activities.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date



**U.S. LICENSE REQUIREMENTS - continued**

**3- Full-time professionals conducting academic research (Category 3 in the Travel Affidavit)**

- **RESUME REQUIREMENT** for travel under the General License for Professional Research.

\_\_\_ Please find attached a copy of my resume indicating my educational background and professional status.

- **SIGNED STATEMENT REQUIREMENT** for travel under the General License for Professional Research.

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am a full-time professional whose travel transactions are directly related to conducting research in my professional area in Cuba, and that:

- 1- my research is of a non-commercial, academic nature;
- 2- my research comprises a full work schedule in Cuba; and
- 3- my research has a substantial likelihood of public dissemination.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print) Date

**4- Full-time professionals attending certain professional meetings or conferences in Cuba (Category 4 in the Travel Affidavit)**

- **RESUME REQUIREMENT** for travel under the General License to attend a professional meeting or conference in Cuba.

\_\_\_ Please find attached a copy of my resume indicating my educational background and professional status.

- **SIGNED STATEMENT REQUIREMENT** for travel under the General License to attend a professional meeting or conference in Cuba

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am a full-time professional whose travel transactions are directly related to attendance at a professional meeting or conference in Cuba, and that:

- 1- This meeting or conference is organized by an international professional organization, institution or association;
- 2- The organization, institution or association is not headquartered in the U.S. or Cuba, or, if it is headquartered in the U.S. or Cuba, it has a specific license issued by the U.S.'s Office of Foreign Assets Control to sponsor the event;
- 3- It regularly sponsors meetings or conferences in other countries; and
- 4- The purpose of this meeting or conference does not promote tourism or other commercial activity involving Cuba or foster the production of biotechnological products.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print) Date



**U.S. LICENSE REQUIREMENTS - continued**

**5- Persons regularly employed by a U.S. telecommunications services provider, or an entity representing such a provider, for travel directly incident to the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of certain telecommunications-related items (Category 5 in the Travel Affidavit)**

- **DOCUMENT REQUIREMENT for travel under the General License for travel-related transactions incident to the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of certain telecommunications-related items.**

\_\_\_ Please find attached documentary corroboration (e.g. letter from my employer) of my status, as well as the signed copy of the attached Travel Affidavit.

- **SIGNED STATEMENT REQUIREMENT for travel under the General License for travel-related transactions incident to the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of certain telecommunications-related items.**

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am regularly employed by a telecommunications services provider that is a person subject to U.S. jurisdiction or by an entity duly appointed to represent such a provider and my travel transactions are directly incident to the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of telecommunications-related items that have been authorized for commercial export or re-export to Cuba by the Department of Commerce, and that:

- 1- My schedule of activities does not include free time, travel, or recreation in excess of that consistent with a full work schedule; and
- 2- I will submit to OFAC at least 14 days in advance of my departure to Cuba a written report identifying both myself and the telecommunications services provider that is a person subject to U.S. jurisdiction and describing the purpose and scope of my travel.
- 3- Within 14 days of return from Cuba, I will submit a written report describing the business activities conducted, the persons with whom I met in the course of my activities, and the expenses incurred.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print) Date

**6- Persons regularly employed by a U.S. telecommunications services provider, or an entity representing such a provider, participating in certain telecommunications-related professional meetings (Category 6 in the Travel Affidavit)**

- **DOCUMENT REQUIREMENT for travel under the General License for travel-related transactions incident to participating in certain telecommunications-related professional meetings.**

\_\_\_ Please find attached documentary corroboration (e.g. letter from my employer) of my status, as well as the signed copy of the attached Travel Affidavit.



## **U.S. LICENSE REQUIREMENTS - continued**

- **SIGNED STATEMENT REQUIREMENT for travel under the General License for travel-related transactions incident to participating in certain telecommunications-related professional meetings.**

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am regularly employed by telecommunications services provider that is a person subject to U.S. jurisdiction or by an entity duly appointed to represent such a provider and my travel transactions are directly incident to participation in professional meetings for the commercial marketing of, sales negotiation for, or performance under contracts for the provision of the telecommunications services, or the establishment of facilities to provide telecommunications services, authorized by paragraphs (b), (c), or (d)(1) of 31 C.F.R. § 515.542 by a telecommunications services provider that is a person subject to U.S. jurisdiction, and that:

- 1- My schedule of activities does not include free time, travel, or recreation in excess of that consistent with a full work schedule;
- 2- I will submit to OFAC at least 14 days in advance of my departure to Cuba a written report identifying both myself and the telecommunications services provider that is a person subject to U.S. jurisdiction and describing the purpose and scope of my travel; and
- 3- Within 14 days of return from Cuba, I will submit a written report describing the business activities conducted, the persons with whom I met in the course of such activities, and the expenses incurred.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

### **7- Persons regularly employed by a producer or distributor of agricultural commodities, medicine, or medical devices or an entity representing such a firm (Category 7 in the Travel Affidavit)**

- **DOCUMENT REQUIREMENT for travel under the General License for travel-related transactions incident to sales of agricultural commodities, medicine, or medical devices.**

\_\_\_ Please find attached documentary corroboration (e.g. letter from my employer) of my status, as well as the signed copy of the attached Travel Affidavit.

- **SIGNED STATEMENT REQUIREMENT for travel under the General License for travel-related transactions incident to sales of agricultural commodities, medicine, or medical devices.**

Upon request by the Office of Foreign Assets Control (OFAC) of the U.S. Treasury Department, I will be able to demonstrate that:

I am regularly employed by a producer or distributor of the agricultural commodities, medicine, or medical devices or by an entity duly appointed to represent such a producer or distributor and my travel transactions are directly incident to the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of such items that appear consistent with the export or re-export licensing policy of the Department of Commerce, and that:

- 1- My schedule of activities does not include free time, travel, or recreation in excess of that consistent with a full work schedule;



**U.S. LICENSE REQUIREMENTS - continued**

- 2- I will submit to OFAC at least 14 days in advance of my departure to Cuba a written report identifying myself and the producer or distributor by whom I am regularly employed and describing the purpose and scope of my travel; and
- 3- Within 14 days of return from Cuba, I will submit a written report describing the business activities conducted, the persons with whom I met in the course of such activities, and the expenses incurred.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

**8- Persons traveling under a Specific License (Category 8 of the Travel Affidavit)**

**• REQUIREMENTS FOR THOSE TRAVELING UNDER SPECIFIC LICENSES**

\_\_\_ Please find attached a copy of all pages of the SPECIFIC LICENSE under which I am traveling. I am listed by name on this Specific License.

\_\_\_ Please find attached a copy of all pages of the SPECIFIC LICENSE under which I am traveling. I am not listed by name on the Specific License. The institution named as the licensee on this Specific License has provided me with an Authorization Letter on its stationery stating that I am authorized to travel under this license and specifying my dates of travel.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date