



I: Formal Request for Meeting Room – September 8, 2026

Da CulturaSesto <culturasesto@sestosg.net>

Data mer 26/08/2026 09:30

A Loredana Capaccio <l.capaccio@sestosg.net>

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Da: Paola Carmela Malcangio <p.malcangio@sestosg.net>

Inviato: mercoledì 26 agosto 2026 09:20

A: CulturaSesto <culturasesto@sestosg.net>

Oggetto: Fw: Formal Request for Meeting Room – September 8, 2026

Ciao, i cinesi non hanno pec. Dobbiamo fare una delibera di giunta dicendo che vista la rilevanza dell'evento e la partecipazione del comune diamo la sala gratuita. Ora penso meglio a una motivazione. Ho già detto che il proiettore non c'è e non si può usare perché la luce danneggia gli affreschi

A dopo

Inviato da Outlook per Android

From: 王潇莹-ITTC <wangxiaoying@ittcgroup.com>

Sent: Wednesday, 26 August 2026 03:58:43

To: comune.sestosg <comune.sestosg@legalmail.it>

Cc: Paola Carmela Malcangio <p.malcangio@sestosg.net>; 刘美汛 <liumeixun@ittcgroup.com>

Subject: Formal Request for Meeting Room – September 8, 2026

Dear Municipality of Sesto San Giovanni,

On behalf of the **Tianfu International Technology Transfer Center (ITTC)**, I would like to formally request the use of the **Sala Affreschi at Villa Visconti d' Aragona**, located at **Via Dante No. 6, Sesto San Giovanni, Milan**, for our delegation meeting on **September 8, 2026, from 14:30 to 16:30**.

The meeting will be held as part of the visit of a delegation of Chengdu technology companies to Sesto San Giovanni. The delegation is organized by the **Tianfu International Technology Transfer Center (ITTC)** with the support of the **Chengdu Municipal Science and Technology Bureau** and the **United Nations Industrial Development Organization (UNIDO)**.

For the meeting, we would kindly request the following facilities:

- **Sala Affreschi at Villa Visconti d' Aragona**
- **An audio system**
- **A video projector, if available**

We understand that the Municipality will arrange the seating.

ITTC will be fully responsible for the **organization, invitations, participant coordination, reception, moderation and other necessary arrangements** related to the meeting.

Please let us know if any additional information or documentation is required from our side to complete the formal venue authorization procedure.

Thank you very much for your kind support and cooperation. We greatly appreciate the Municipality's assistance in facilitating our visit to Sesto San Giovanni.

We look forward to meeting you in September.

Best regards,

Nicole



王潇莹

Xiaoying Wang/ Nicole

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Director of International Business Development

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ITTC 天府国际技术转移中心