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Facility Convenience Sheet

Spartronics, No.3, Street no.6, Viet Nam Singapore Industrial Park I, Thuan An Town, Binh Duong Province
(Công Ty TNHH Spartronics Việt Nam I Số 3, đường số 6, KCN Việt Nam – Singapore 1, Thị Xã Thuận An, tỉnh Bình Dương)



Closest Airports

- Tan Son Nhat International Airport
Ho Chi Minh City - 18 km to Binh Duong Province (approx 45 min)



Major Hotels

- Sheraton Saigon Hotel & Towers
88 Dong Khoi Street, District 1
Ho Chi Minh City, Viet Nam
+84 8 3827 2828
- Intercontinental Asiana Saigon Hotel
Corner Hai Ba Trung Street & Le Duan Street, District 1
Ho Chi Minh City, Viet Nam
+84 8 3520 9999
- Renaissance Riverside Hotel Saigon
8-15 Ton Due Thang Street, District 1
Ho Chi Minh City, Viet Nam
+84 8 3822 0033
- New World Saigon Hotel
76 Lê Lai, Ben Thanh Ward, District 1
Ho Chi Minh City, Viet Nam
+84 8 3822 8888
- Hotel Sofitel Saigon Plaza
17 Le Duan, District 1
Ho Chi Minh City, Viet Nam
+84 8 3824 1555



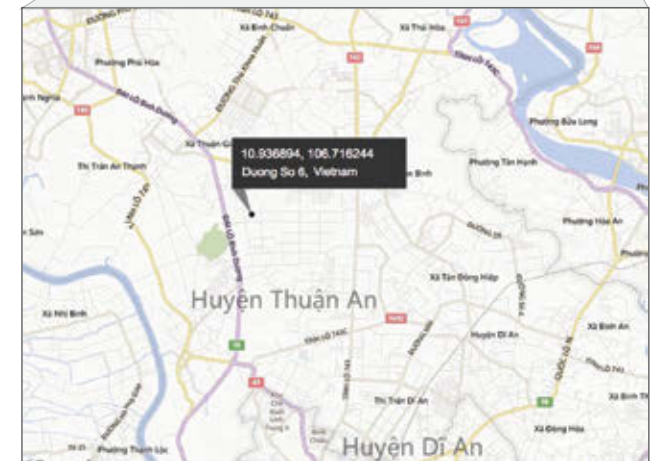
Restaurants

- Ciao Bella (Italian)
11 Dong Du Street
District 1
Ho Chi Minh City, Viet Nam
+08 3822 3329
- El Gaucho (Argentinian)
5D Nguyen Sieu,
Ben Nghe Ward, District 1,
HCM City, VN
+84 8 3825 1879
- Jaspas (Australian)
74 Hai Ba Trung,
District 1,
Ho Chi Minh City, Viet Nam
+84 8 3823 0509
- Pomodoro (Italian)
79 Hai Ba Trung,
District 1,
Ho Chi Minh City, Viet Nam
+84 8 3823 8998
- Temple Club Saigon (Vietnamese)
29-31 Ton That Tiep Street,
District 1,
Ho Chi Minh City, Viet Nam
+84 8 3829 9244
- Cuc Gach Quan (Vietnamese)
10 Dang Tat, Tân Định, District 1,
Ho Chi Minh City, Viet Nam
+84 8 3848 0144
- Chill SkyBar (Rooftop Bar)
Rooftop, AB Tower
76 Le Lai, District 1,
Ho Chi Minh City, Viet Nam
+84 8 3827 2372
<http://www.chillsaigon.com>



Activities / Things to Do

- War Remnants Museum
28 Võ Văn Tần, District 3,
Ho Chi Minh City, Viet Nam
- Notre Dame Cathedral
Dong Khoi and Han Thuyen Streets,
Bến Nghé, District 1,
Ho Chi Minh City, Viet Nam
- Saigon Central Post Office
2 Công xã Paris, Bến Nghé, District 1
Ho Chi Minh City, Viet Nam
- Museum of Vietnamese History
2 Nguyen Binh Khiem Street,
Ben Nghe Ward, District 1,
Ho Chi Minh City, Viet Nam
- Cu Chi Tunnels
Củ Chi district, Ho Chi Minh City
(about 73km northwest of
Ho Chi Minh City)
- Mekong Delta 2-day Tour,
Cai Be Floating Market
Accommodation:
Mekong Lodge, Cai Be
(about 120km southwest
of Ho Chi Minh City)
<http://www.mekonglodge.com>
Office in HCMC: No 196/1/20,
Cong Hoa St, Tân Bình Dist,
Ho Chi Minh City, Viet Nam
Email: info@mekonglodge.com
+84 8 3948 2175 ext :115
Hotline: +84 933 449 391



Major Rental Car

- Not advisable.
Spartronics Viet Nam
can arrange airport pick up.



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Step by Step Directions to Travel to Viet Nam

+84 (650) 3784-890



STEP 1

- Begin VISA Application process 3 months in advance
[http://Viet Namembassy-usa.org/services/VISA-application-process](http://VietNamembassy-usa.org/services/VISA-application-process)



STEP 2

- Must have passport
If no passport – apply for passport: <http://travel.state.gov/passport>
Note: Passport cannot expire 6 months before visiting Viet Nam



STEP 3

- Obtain VISA Application
- Complete and Sign application with one photo glued or stapled in designated box
Note: for #10 on form, fill in:

Spartronics Viet Nam Co., Ltd
3 VSIP, Street 6
Thun An District
Bing Duong Province
Viet Nam



STEP 4

- You will need to get your *Entry Letter* – you can receive this from Drew Richmond of Spartronics (dritchmond@sparton.com) saying that he will host you and gives permission to visit the country.



STEP 5

- You will need a Money Order, Certified Check, or Cashier's Check payable to: "The Embassy of Viet Nam".
- Check amount determined based on how long the stamp from the Embassy in your passport will last. *Prices subject to change, call Embassy at 202.861.0737*



STEP 6

- Will need to include Prepaid FedEx slip to receive your passport back once you have been approved from the Embassy and passport has been stamped.

Overview of All Documents and Steps:



STEP 1

- 3 MONTHS EARLY: VISA APPLICATION



STEP 2

- PASSPORT



STEP 3

- COMPLETE AND SIGN YOUR VISA APPLICATION



STEP 4

- ENTRY LETTER



STEP 5

- MONEY ORDER



STEP 6

- INCLUDE FEDEX SLIP

* You can also enroll in the Smart Traveler Enrollment Program (STEP) for updated safety and security announcements: <https://step.state.gov/step>

* Viet Nam-US Embassy website: [http://Viet Namembassy-usa.org](http://VietNamembassy-usa.org)