…./…../2017

TO THE EMBASSY OF ………….

 ANKARA

Our company partners (or company employees) Mr. ……………………. , between ………………… 2017, business /tourist purposes will visit your country. All his expenses during the travel ( his accommodation, transfers and in case of any accident or illness ) will be under guarantee of our company.

We kindly ask you to give the required visa..

I kindly ask to issue the necessary visa to me.

Best Regards

YETKİLİ KİŞİ ADI SOYADI

İMZA / MÜHÜR