The Royal Embassy of Saudi Arabia

Consular Section

Omøgade 8

DK-2100 København Ø

Sted og dato

**Guarantee letter**

Dear Sirs,

(Jeres firmanavn) kindly ask you to issue a single/multiple entry visa for **commercial visits** (for commercial discussions and negotiation purposes) eller **business visits** (for technical and professional purposes) for

Mr/Mrs:

Nationality:

Passport number:

Date of birth:

Date of issue:

Date of expiry:

Issued by:

Mr/Mrs …………. is employed by ………. as ……….since ...........

During the stay in Saudi Arabia from …. til ….. Mr/Mrs……. will be attending business contact with

Company:

Address:

Telephone no.:

Contact person:

(Jeres firmanavn) takes full responsibility, financially and otherwise for the applicant’s stay and return from Saudi Arabia.

Yours faithfully,

Navn og stilling på underskriver

Firmanavn

Adresse, tlf nr. og email

(husk firmastempel)