

MODELE RAPIDEVISA :
LETTRE DE MISSION DE LA SOCIETE EMPLOYEUSE
POUR UN VISA AFFAIRES INDIEN

À faire recopier à l'ordinateur par un supérieur du demandeur de visa, à signer et tamponner,
sur un papier à en-tête de société avec ses coordonnées complètes.

Embassy of India in Paris

(Date, no older than 1 month)

Subject: Business visa application for (Name of traveller)

Dear Sir/Madam,

I refer to our above named employee who is required to visit your country for a duration of
(duration of stay) commencing (date of entry) until (date of departure).

(Name of traveller) will be visiting for the purpose of (nature of visit) and we would be grateful if
you would kindly grant a business visa for this visit.

(Name of traveller) will be visiting (contact name + name and address of company to be visited).

(He/she) is covered by company insurance and will be in receipt of a return ticket and all expenses
incurred on his trip will be the responsibility of this company.

(He/she) will also be returning to work for this company.

Yours faithfully,

(Name of person signing, telephone number)

(Position in company – must be a position senior to that of the traveller)

(Name, address and telephone number of company)

Signature and stamp