

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

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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.

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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