
Visa Application – _____

Dear Visa Officer,

This letter is to confirm that the following employee is required to travel to Libya for business purpose:

Full name: _____

Nationality: _____

Passport number: _____

Passport issue date: _____

Passport expiry date: _____

Job Title: _____

Date of employment: _____

Organization to be visited: _____

Validity requested: _____

Number of entries requested: _____

Entry date: _____

Exit date: _____

Please grant the relevant visa for _____ to travel. We confirm that he/she will be in receipt of a return ticket, he/she is covered by our company insurance policy, and all expenses for his/her journey will be met by _____.

Please do not hesitate to contact me if you have any questions.

Best regards,
