Royal Embassy of Saudi Arabia

30 Charles Street

London

W1J 5DZ

26/02/2020

[COMPANY NAME] registered in the UK under registration number [REGISTRATION NUMBER] [DESCRIBE THE COMPANY’S ACTIVITIES]. The applicant holds a position of [POSITION] and will be required to travel to Saudi Arabia for [DESCRIBE ACTIVITIES TO BE CARRIED OUT IN CONNECTION TO THE COMPANY’S FIELD OF OPERATION].

The applicant and visit’s details are as follows:

Full name:

Passport number:

Nationality:

Job title:

Visa number:

Reason for travel:

Duration of the visit:

Proposed entry date:

Visa type: Choose an item.

Number of entries: Choose an item.

This company will cover all costs associated with the trip and assumes responsibility for the applicant during their stay in the Kingdom of Saudi Arabia.

Sincerely yours

[FULL NAME]

[POSITION AT THE COMPANY]

DELETE BEFORE PRINTING:

* If not sure, please call us to check the visa number and number of required entries, which must be in line with your invitation
* Must be printed on the company headed paper
* Original is required
* Must be signed by the applicant’s manager/company director/company secretary
* Must be issued within the past 1 month
* Supporting letters from UK employer must be certified by London Chamber of Commerce (LCCI). AnyVisa can assist with the certification. It takes 24 hours to certify the letter at total cost of £74.20+VAT, which includes £35 our handling fee.