(Letter from sponsor in India for Business Visa)

To

Visa Section
Embassy of India
Washington

Subject: Request for a Single / Multiple entry Business visa for _____ years in r/o _____

Sir / Madam

1. A brief detail about sponsor in India:- _____

2. A brief detail about employer in USA:- _____

3. Details of the applicant:-
   (a) Name of the applicant_____
   (b) Designation of applicant_____
   (c) Duration with the current employer:-_____

4. Relationship with sponsor and its duration:- _____

5. Purpose of visit:- _____

6. Duration of Visa requested:- _____

7. Mr. _____(Name of applicant) will not receive any form of remuneration from any sources in India and will remain an employee of _____ in USA. Mr. _____ will not engage in any activities in India other than stated in the purpose of visit.

8. _____(Name of company) takes full responsibility for the activities and conduct of Mr. _____national of _____ during his/her stay in India. If anything adverse comes to notice during this period, we undertake to repatriate him/her at our cost.

Signature
name of authorized signatory
stamp of company