

Embassy of The Republic of Belarus in the Kingdom of the Netherlands  
Groot Hertoginnelaan 26  
2517 EG The Hague

The Hague, 24 July 2018

Dear Visa Officer,

This letter is to confirm that the following employee is working at our company is traveling to Belarus for business reasons starting the 27<sup>th</sup> of October:

[Mention here in short:]

[1. What exactly you are going to do there]

[2. Which company will you visit]

[3. Who to visit with your first and last name]

[4. What is the function and professional description of your contact in Belarus]

[ Information about the traveler, your colleague]

Full name: (as in passport)

Nationality:

Job Title:

City's to be visited:

Validity requested:

Number of entries requested:

Entry date:

Exit date:

*Passport number:*

Please grant the relevant visa for (full name) to travel to Belarus. Should you wish to discuss this application further please do not hesitate to contact me.

Yours faithfully,

[Name of employer],

[Function and name of your company, it must be signed by a manager or director].

[Possibly also a phone number?]

[This letter must be printed out on your company's letterhead or with a stamp from your company]