

To,

Consulate of Spain

Galileo 114, Polanco, Polanco I Section,
Miguel Hidalgo, 11550 Mexico City,
CDMX, Mexico

Feb 25, 2023

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Subject: Approval of my Work Visa with Spanish Consulate

Dear Sir/Madam,

I would like to visit Spain for employment between May 30, 2023 and Nov 30, 2023 .

Travel Purpose: To work

As Mexico citizen, I need to get a Work Visa for the same. This would explain the details of my trip and make a case for the issuance of my visa.

I am currently working at Intellivision as Supervisor I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Spanish consulate website.

Please find enclosed the following documents to support my Work Visa application :

- **Two application forms as mentioned in the requirements**
- **Proof of my leave approval from my employer**
- **Photos as per visa specification**
- **My employment contract**
- **My employment contract from the company in your country**
- **Duly filled visa application form**
- **Original and copy of my passport with minimum 6 months validity**

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

_____ Date: Feb 25, 2023

(Andrew)

Ph : 2803652145

Email: andso15@gmail.com