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To,

Consulate of Czech Republic

Harbiye, Abdi Ipekci Cad. No:71, 34367
Sisli/Istanbul, Turkey

Mar 8, 2023

Subject: Approval of my Work Visa with Czech Consulate

Dear Sir/Madam,

I would like to visit Czech Republic for employment between Sep 1, 2023 and Mar 31, 2024 .

Travel Purpose: To work

As Turkey 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 autocar as Chief Accountant I am the bearer of the expense of this trip

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

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

- **Original and copy of my passport with minimum 6 months validity**
- **Duly filled visa application form**
- **Proof of my leave approval from my employer**
- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **Rental Agreement for the duration of my stay.**
- **Two application forms as mentioned in the requirements**
- **Photos as per visa specification**

- My employment contract from the company in your country
- Fully paid round trip flight ticket
- Proof of visa fee paid.
- My latest ITR which have been filed till date
- My employment contract
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Bank statement from my sponsorer for this trip.

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: Mar 8, 2023

(Aydin)

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