

To,

Consulate of Finland

31 Ward Hai Ba Trung, Hang Bai, Hoan
Kiem, Hanoi, Vietnam

Mar 9, 2023

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Subject: Approval of my Work Visa with Finnish Consulate

Dear Sir/Madam,

I would like to visit Finland for employment between Jul 31, 2023 and Jan 31, 2024 .

Travel Purpose: To work

As Vietnam 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 Mekong capital as Data Analysis I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Finnish 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**
- **Proof of my leave approval from my employer**
- **Photos as per visa specification**
- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **My employment contract**
- **Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site**

- **Two application forms as mentioned in the requirements**
- **My employment contract from the company in your country**
- **Duly filled visa application form**

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 9, 2023

(Nam)

Ph : 46327891423

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