

To,

**Consulate of Luxembourg**

South Surah, Al Zahra, Block 1, Street 5,  
Building 22/614, Kuwait 47452, Kuwait

**Mar 18, 2023**

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**Subject: Approval of my Business Visa with Luxembourger Consulate**

Dear Sir/Madam,

I would like to visit Luxembourg for business between Sep 18, 2023 and Sep 22, 2023 .

**Travel Purpose:** Business meet

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

- **Sep 18, 2023 : Clarify Aim/Purpose**
- **Sep 19, 2023 : Assign Roles**
- **Sep 20, 2023 : Review Agenda**
- **Sep 21, 2023 : Review meeting record**
- **Sep 22, 2023 : Evaluate**

I am currently working at Safat Square as CEO I am the bearer of the expense of this trip

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

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

- **Proof of a healthy business relationship between my company and the inviting company**
- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **Proof of Invitation from my host**

- Proof of visa fee paid.
- Invitation letter from the inviting company in your country.
- Original and copy of my passport with minimum 6 months validity
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Rental Agreement for the duration of my stay.
- Attested bank statement of last 6 months
- Bank statement from my sponsorer for this trip.
- Proof of my leave approval from my employer
- Hotel bookings made for this trip.
- Duly filled visa application form
- My latest ITR which have been filed till date
- Photos as per visa specification
- My employment contract
- Fully paid round trip flight ticket

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 18, 2023

*(Ayaan)*

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