

To,

Consulate of Slovenia

55 Jawatta Rd, Colombo 00500, Sri Lanka

Mar 21, 2023

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Subject: Approval of my Work Visa with Slovenian Consulate

Dear Sir/Madam,

I would like to visit Slovenia for employment between Sep 27, 2023 and Mar 3, 2024 .

Travel Purpose: To work

As Srilanka 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 Weston as Human Resources I am the bearer of the expense of this trip

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

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

- **My employment contract**
- **Proof of Invitation from my host**
- **Duly filled visa application form**
- **Original and copy of my passport with minimum 6 months validity**
- **Two application forms as mentioned in the requirements**
- **Photos as per visa specification**
- **My latest ITR which have been filed till date**

- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- My employment contract from the company in your country
- Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.
- Attested bank statement of last 6 months
- Hotel bookings made for this trip.
- Proof of my leave approval from my employer

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 21, 2023

(Eelam)

Ph : 25779633308

Email: eelam22@gmail.com