

To,

Consulate of Australia

Strand, London WC2B 4LA, United Kingdom

Mar 31, 2023

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Subject: Approval of my Transit Visa with Australian Consulate

Dear Sir/Madam,

I would like to visit Australia for transit between Nov 21, 2023 and Nov 22, 2023 .

Travel Purpose: Visiting

As United Kingdom citizen, I need to get a Transit 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 Tribes Travel as Desk Manager I am the bearer of the expense of this trip

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

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

- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **Hotel bookings made for this trip.**
- **Proof of Invitation from my host**
- **Attested bank statement of last 6 months**
- **Fully paid round trip flight ticket**
- **A valid visa to my destination country**
- **Photos as per visa specification**

- My latest ITR which have been filed till date
- Bank statement from my sponsorer for this trip.
- Proof of my leave approval from my employer
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Duly filled visa application form
- My employment contract
- Flight ticket to the final country I am travelling
- 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: Mar 31, 2023

(Erin)

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