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To,

Consulate of Brazil

225 E 41st St, New York, NY 10017,
United States

Apr 4, 2023

Subject: Approval of my Business Visa with of Brazil Consulate

Dear Sir/Madam,

I would like to visit Brazil for business between Oct 14, 2023 and Oct 18, 2023 .

Travel Purpose: Business meet

As United States 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.

- **Oct 14, 2023 : Clarify Aim/Purpose**
- **Oct 15, 2023 : Assign Roles**
- **Oct 16, 2023 : Review Agenda**
- **Oct 17, 2023 : Review meeting record**
- **Oct 18, 2023 : Evaluate**

I am currently working at Walmart as Supervisor I am the bearer of the expense of this trip

I am following the requirements as mentioned on the of Brazil consulate website.

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

- **Rental Agreement for the duration of my stay.**
- **Original and copy of my passport with minimum 6 months validity**
- **Hotel bookings made for this trip.**

- Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.
- Duly filled visa application form
- Proof of Invitation from my host
- My latest ITR which have been filed till date
- Fully paid round trip flight ticket
- Proof of a healthy business relationship between my company and the inviting company
- Invitation letter from the inviting company in your country.
- Proof of visa fee paid.
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Photos as per visa specification
- Attested bank statement of last 6 months
- My employment contract
- 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: Apr 4, 2023

(Samuel)

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