

To,

Consulate of Mexico

14 Perth Ave, Yarralumla ACT 2600,
Australia

Apr 12, 2023

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Subject: Approval of my Business Visa with mexican Consulate

Dear Sir/Madam,

I would like to visit Mexico for business between Sep 16, 2023 and Sep 20, 2023 .

Travel Purpose: Business meet

As Australia 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 16, 2023 : Clarify Aim/Purpose**
- **Sep 17, 2023 : Assign Roles**
- **Sep 18, 2023 : Review Agenda**
- **Sep 19, 2023 : Review meeting record**
- **Sep 20, 2023 : Evaluate**

I am currently working at Telstra as Chief Officer I am the bearer of the expense of this trip

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

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

- **My employment contract**
- **Invitation letter from the inviting company in your country.**
- **Photos as per visa specification**

- Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.
- Original and copy of my passport with minimum 6 months validity
- Attested bank statement of last 6 months
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Hotel bookings made for this trip.
- Proof of a healthy business relationship between my company and the inviting company
- My latest ITR which have been filed till date
- Proof of my leave approval from my employer
- Duly filled visa application form
- Proof of Invitation from my host

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 12, 2023

(Max)

Ph : 25809637412

Email: max20@gmail.com