Date: dd/mm/2023

To,

The Visa Officer,

Embassy Of The People’s Republic Of China

Delhi.

Sub: Invitation letter for Mr. xxxxxx

Dear Sir/ Madam,

We would like to invite Mr. xxxxxx to visit us for Business discussion from dd/mm/2023 to dd/mm/2023. Please find herewith his passport details:

Applicant’s Name : Mr. xxxxxxx

Passport No : xxxxx

Place of Issue : xxxxx

Date of Issue : dd/mm/2023

Date of Expiry : dd/mm/2023

During this visit all the travel expenses will be borne by whom?

We request you to kindly grant him business entry visa and oblige. We also confirm that he will return back to India after his said stay and will abide by all the regulations and conditions of the visa.

If you have any other clarifications, please free peel contact to me.

Thanking you, we remain,

Best regards,

M/s xxxxxxx (company name)

Xxxxxx (sign & company seal)

Mr. xxxxxxx (Authorize person name)

Xxxxxx (designation)

Tel: xxxxxxx