

## Letter from Employer in USA for Business Visa

**To**

Visa Section  
Embassy of India  
Washington, DC

**Subject** : Request for a **Business Visa - up to \_\_\_years ( \_\_\_months) Multiple Entry**

Sir / Madam

1. A brief detail about employer in USA :
2. A brief detail about sponsor in India :
3. Details of the applicant :
  - (a) Name of the applicant :
  - (b) Designation of applicant :
  - (c) Duration with the current employer :
4. Relationship with sponsor and its duration :
5. Purpose of visit :
6. Duration of Visa requested : \_ year ( \_\_ months)
7. Mr./Ms. \_\_\_\_\_ (Name of applicant) will not receive any Form of remuneration from any sources in India and will remain an employee of \_\_\_\_\_ in USA. Mr./Ms. \_\_\_\_\_ will not engage in any activities in India other than stated in the purpose of visit.
8. \_\_\_\_\_ (Name of company) takes full responsibility for the activities and conduct of Mr./Ms. \_\_\_\_\_ national of \_\_\_\_\_ during his / her stay in India. If anything adverse comes to notice during this period, we undertake to repatriate him/her at our cost.

**name of authorized signatory**  
**stamp of company**