

Date: January 1, 2012

Visa Officer

Consulate General of

the People's Republic of China in San Francisco

Invitation Letter

We are pleased to invite Mr./Ms. _____ to visit Company Name (Invitor) Ltd in People Republic of China on January 15, 2013 for the purpose of technical discussion and training with local product engineering team, and require multiple business trips per years for communicating with her team members in Shanghai.

Personal Information of Mr./ Ms. _____

Passport ID Number:

Date of Birth:

Job Title:

Company & Address:

The propose date of visit are from January 15 to February 1, 2013 (15 days)
All expenses for this trip will be borne by Company/applicant, which includes air tickets, ground transportation, accommodation, etc.

We appreciate the issue of the visa without delay, please do not hesitate to contact me if any issue concerned with her application.

Sincerely,



Bin Zhang, General Manager
Design Co., Ltd.
No 888 Songzeng Higway
Shanghai China
Tel:

(need to include the company seal)