

Sample of Guarantee Letter for Business Visa

Hong Kong,.....

To
The Consulate General of Italy
Suite 3201 32/F Central Plaza
18 Harbour Road
Wanchai
Hong Kong

Attn: VISA SECTION

Dear Sir/Madam,

Re: Visa application for our employee: Mr./Ms
HK ID Card No.:

I, the undersigned, (name of the representative of the Company), legal representative of (name of the Company), hereby declare that (applicant's name/position/salary and resumption date of employment) would like to visit your country from _____ (proposed date of entry) to _____ (proposed date of exit) for (exact purpose of the visit).

We are requesting a single/double/multiple entry (type of visa: tourist/business/invitation) visa to be issued for at least (number of days).

(Company Name) hereby declares to be responsible for his/her:

- 1) Return to Hong Kong;
- 2) Accommodation expenses in Italy;
- 3) All expenses related to the whole duration of his/her stay in Italy;
- 4) Costs for eventual repatriation;
- 5) Medical expenses not covered by the applicant's insurance (if any).

We declare to be aware of the criminal and administrative consequences under Italian law (Law 286/1998 art. 12) of any activities aimed at illegally introducing foreigners into the territory of the Republic of Italy.

Yours faithfully,

(Signature and Company's Stamp)

Name of Guarantor in print
Position in the company