

## **INVITATION BUSINESS VISIT VISA (New Delhi)- Process & Requirements**

1. Copy of Invitation Business Visit Visa Slip – with the endorsement place as New Delhi. (*Click For Sample*)
2. Valid CR (Company Registration) copy of the Saudi Company. (*Click For Sample*)
3. Covering Letter from the Local Indian Company addressed to The Saudi Embassy, New Delhi requesting the above visa in company letter head with proper signature and company seal. Designation should be mentioned same as in the Invitation Business Visit Visa slip. (*Click For Sample*)
4. Chamber Letter from the Chamber where the Local Indian Company is registered. Should be addressed to The Saudi Embassy, New Delhi. Designation should be mentioned same as in the Invitation Business Visit Visa slip. Chamber Seal must in the letter. (*Click For Sample*)
5. Original Passport (should have minimum 8 months validity & should contain facing blank pages) + **old passport**.
6. Recent color photo – 4 Nos. (White background, Size 4x6cm, formal dress)

**N. B:** 1. The designation / job category mentioned in the covering letter and Chamber Letter should be the same as the job category mentioned in the visa slip.

2. The profession should be business type like Business Consultant, Marketing Manager, Business Development Manager etc.. (*not occupational or professional type like Electronic Engineer, Computer Programmer, System Analyst etc...* )

3. Profession should be mentioned in Arabic, in the Invitation visa slip.

**Imp. Note: Generally the Invitation Visas are, only Invitation Letters from the corresponding Saudi Companies. These types of visas are entirely at the discretion and judgment of the Saudi Embassy – Either may be Endorsed or Rejected by the Saudi Embassy without specifying any reason. So, ACS could not take any responsibility of the endorsement of these types of visas.**

الرئيسية

مساعدة

المملكة العربية السعودية  
وزارة الخارجية  
MINISTRY OF FOREIGN AFFAIRS



خدمات التأشيرات الإلكترونية



## طلب خطاب دعوة

إلى ممثلة خادم الحرمين الشريفين في : نيودلهي  
رقم خطاب الدعوة: 2920907 - بتاريخ: 2014/01/29

الغرض	زيارة تجارية	اسم (الشركة او صاحب العمل) شركة اتحاد اتصالات	96611218001170014693	الجوال
اسم الشركة او صاحب العمل	7001469365	رقم الهوية الوطنية لصاحب المؤسسة	1010203896	رقم السجل التجاري
أو سجل الحاسب الخاص بالشركة		عنوان الشركة او صاحب العمل الرياض حي العليا	966560311709	الهاتف
نشاط الشركة او صاحب العمل في مجال الاتصالات		اسم المطلوب للزيارة	سعودية	نوع الشركة
المهنة	ANIL TARACHAND MENGHANI	اسم جهة التقديم	الهند	الجنسية
مدير المبيعات الاقليمي	REGIONAL SALES	نوع الشركة	نيودلهي	جهة التقديم
DIRECTOR		ميررات الزيارة		الجنس
للتشاور معه والاستفادة من خبراته		عدد مرات الدخول		ذكر
عدد سفرات	180	مدة الإقامة باليوم		
اسم جهة عمل المطلوب للزيارة	MEGASOFT LIMITED	اسم جهة عمل المطلوب للزيارة		
في مجال الاتصالات		نشاطها		

يتم التصديق على خطاب الدعوة من قبل الغرفة التجارية ثم يرسل إلى المستفيد في الدولة المضيفة وذلك لتقديمه إلى الممثلة مع مسوغات التأشيرة ، علماً بأن هذا الخطاب يعتبر موافقة إلكترونية من الجهة الطالبة للزيارة ولا يعني منح التأشيرة ...

تم التصديق على الطلب: ( 2920907 ) بتاريخ 2014/01/30 (غرفة الرياض)

يتعهد طالب الزيارة بصحة المعلومات المدونة ومغادرة الشخص المطلوب فور إنتهاء العدة المحددة وأن يكون طيلة مدة إقامته في المملكة خاضعاً للأنظمة والقوانين المرعية ...



**Aptivaa Consulting Solutions (P) Ltd.**

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February 4, 2014

To,  
**H.E. Ambassador**  
**Royal Embassy of Saudi Arabia**  
**2, Paschimi Marg**  
**Vasant Vihar**  
**Delhi**

**Subject: Visa Request**

Dear Sir,

Aptivaa is a risk consulting firm providing services to various banking and financial services to clients globally. Aptivaa also has its 100 % owned subsidiary in UK, USA, & UAE

**Mr. Ashish Damani as Business Development Manager** of the parent company in India would like to visit Saudi Arabia to carry out appropriate business discussion with the official of the Al Rajhi Capital Company

The visa applicant, **Mr. Ashish Damani** an Indian Citizen holding **Passport No: Z1743014**

<b>Name in the passport</b>	Mr. Ashish Damani
<b>Passport no.</b>	Z1743014
<b>Issued at</b>	Chennai
<b>Date of Issue</b>	12 <sup>th</sup> May 2008
<b>Date of Expires</b>	11 <sup>th</sup> May 2018
<b>Date of birth</b>	28 <sup>th</sup> August 1981

During his entire stay in Saudi, please be informed that all his expense would be borne and sponsored by us.

Kindly request you to grant him a visa and oblige

Please feel free to contact me should you require any further information or clarification regarding any of the above.

Thanking you.

Yours sincerely,

**For APTIVAA CONSULTING SOLUTIONS PRIVATE LTD.**

  
**Deepak Mane**  
Authorised Signatory





**mccia**<sup>®</sup>

**MAHRATTA CHAMBER OF COMMERCE, INDUSTRIES AND AGRICULTURE**

Ref: 80/FT/Visa/O/  
12 February, 2014

**015185**

The Visa Officer  
Royal Embassy of Saudi Arabia  
New Delhi

Respected Sir / Madam,

Mahratta Chamber of Commerce, Industries and Agriculture, Pune presents compliments and states that M/s HSBC Software Devpt.(I) Pvt.Ltd., Riverside, West Avaneue25B Raheja Woods, Kalyaninagar, Pune, 411006, India is a member of this Chamber.

The company is deputing Mr. Kokkerala Rajesh, Business Consultant to visit your country for business purpose in the month of February 2014 for a period of thirty days. Further he would like to visit your country frequently for business purpose during the next two months.

Mr. Kokkerala Rajesh holds a valid Passport (No. F3527124) issued on 02/08/2005 and valid till 01/08/2015.

In view of this, the Chamber would feel grateful if necessary assistance is given to him in the matter of securing multiple entry business visa and such other assistance that would make his visits fruitful.

Assuring you of our highest co-operation at all the times.

Thanking you,



Yours faithfully

Authorised Signatory

**PRASHANT VASANT JOGALEKAR**  
ASSOCIATE DIRECTOR

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