To

Embassy of Ireland,

New Delhi, India.

**Subject:** Application for dependent visa for spouse – Long Stay

Dear Sir,

With reference to the captioned subject, I would like to request you to grant a dependent visa for my wife xxxxxxx I wish to invite my wife xxxx to join me in Ireland on the basis of our marriage. We got married on xx-xx-xxxx in Thane, city of Maharashtra in India and we are living together since then.

Further I would like to state that I am an Indian citizen and have been granted employment permit (Critical Skill Employment Permit) by the Minister of Enterprise, Trade and Employment, Ireland to work at KPMG Ireland. I have been granted long stay visa under sub category – Employment. My reference number is IRL 53419752. Below are my relevant details for your reference:

|  |  |  |
| --- | --- | --- |
| **S. No** | **Particulars** | **Details** |
| 1 | Name |  |
| 2 | Nationality |  |
| 3 | Date of Birth |  |
| 4 | Passport No |  |
| 5 | Employment Permit Type |  |
| 6 | Employment Permit No |  |
| 7 | Permit Holder ID |  |
| 8 | Type of Employment |  |
| 9 | Period of Employment (as per permit) |  |
| 10 | Irish Residence Permit Number |  |
| 11 | Type of Permit |  |
| 12 | Visa Application Number |  |
| 13 | Details of the Inviting Company |  |

I am working with KPMG in Dublin. I am earning a salary of € xxxxx per annum. I state that I will be responsible to accommodate my wife xxxxx in Ireland & I undertake to cover all of her costs involved in lodging, clothing, medical or any kind of expenditure. I would like to assure you that I and my wife are committed to observe the conditions of the visa that will be granted to us. Further I take full responsibility to conduct in a manner that we do not become a burden on the state. I assure you that we will leave the state on the expiry of your permission to remain in Ireland.

I therefore request your kind self to grant the dependent visa for my wife. My wife’s personal details are as under:

|  |  |  |
| --- | --- | --- |
| 1 | Wife’s name: |  |
| 2 | Visa application reference number |  |
| 3 | Passport No |  |
| 3 | Date of Birth: |  |
| 4 | Nationality |  |

In order to support my application, I have attached the documents as detailed in **Annexure 1** (appended to this letter) for your ready reference.

Thanking you.

Yours Sincerely,

Name: xxxx

Tel: +91-xxxx

Email: xxxx

Address: xxxx

**Place:** Mumbai

**Date:** 26 December 2022

**Annexure 1**

|  |  |
| --- | --- |
| **Sr. No.** | **Documents** |
| 1 | Copy of my long stay visa under sub category – Employment |
| 2 | Copy of my Irish Residence Permit |
| 3 | Copy of my passport. |
| 4 | Last 6 months Bank statements |
| 5 | Invitation letter from KPMG Ireland |
| 6 | Employment contract with KPMG Ireland |
| 7 | Original cover letter and Employment Permit issued from the Department of Jobs, Enterprise and Innovation, Ireland. |
| 8 | Marriage certificate |
| 9 | Pictures of our wedding |