Controller of Immigration Singapore	Date:
Dear Sir	
LETTER OF INTRODUCTION F	OR VISA APPLICATION
The applicant for the visa, (country/place), is coming (country/place) (e.g., holiday, visiting friends & relatives, employment, educapplicant is my (daughter, spouse, business partner; for others, Yours faithfully Only for application where Local Contact is an	to Singapore from e of embarkation) for the purpose of transit, business, meeting, exhibition ation; for others, please specify). The (e.g., father, mother, brother, sister, son please specify).
Signature of Local Contact	NRIC (Pink / Blue) No
Name of Local Contact	Contact Number
Address of Local Contact	Email Address
Only for application where Local Contact is a contact in a contact is a contact in a contact is a contact in	ompany:
Signature of person acting on behalf of the company/firm	Unique Entity Number (UEN) of the company/firm
Name, NRIC No. and Designation/Capacity	Contact Number

Email Address

Company Name and Address