

10th May 2025

To,
The Visa officer,
The Embassy of Costa Rica,
New Delhi, India

Dear Sir/Madam

Subject: Application for issuance of Multiple Entry Business visa

I am writing in support of the Business visa application of **Sai Jaya Chandra Raju Ratnakaram** who holds the position of **Software Engineer** with LTIMindtree Limited, Karnataka, 560059, India.

LTIMindtree Limited

LTIMindtree is a global technology consulting and digital solutions company that enables enterprises across industries to reimagine business models, accelerate innovation, and maximize growth by harnessing digital technologies. As a digital transformation partner to more than 700 clients, LTIMindtree brings extensive domain and technology expertise to help drive superior competitive differentiation, customer experiences, and business outcomes in a converging world. Powered by 86,000+ talented and entrepreneurial professionals across more than 40 countries, LTIMindtree — a Larsen & Toubro Group company — solves the most complex business challenges and delivers transformation at scale. For more information, please visit <https://www.ltimindtree.com/>.

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Myself, **SAI JAYA CHANDRA RAJU RATNAKARAM** holder of India Passport No. **V9445534** is required to attend series of business meetings in the offices of **CONDOMINIO PARQUE EMPRESARIAL FORUM I, TORRE G, PISO 2, Pozos, Santa Ana, San Jose, Costa Rica** for the next one year and each visit would not be exceeding for more than 30 days.

The first visit would be during the period from **30-05-2025** to **28-06-2025**. Accordingly, would appreciate you granting me a multiple entry business visa.

Meeting's Agenda –

- Attend meetings with stakeholders for requirement gathering
- Participate in workshops for application overview
- Attend meetings to discuss project strategies

During my stay in Costa Rica, **SAI JAYA CHANDRA RAJU RATNAKARAM** will continue to be employed with, report to and receive compensation from LTIMindtree Limited, India. I will not receive any other compensation or fees from LTIMindtree Limited, Costa Rica for my participation in these meetings, and will return to my normal duties in India upon completion of my Business visit.

LTIMindtree Limited, India guarantees the expense of such trips including return airfares to India, stay in Costa Rica and medical insurance.

I request you to kindly issue the necessary business visa.

Yours truly,

Sai Jaya Chandra Raju Ratnakaram
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