29-09-2017

EMBASSY OF Spain  
12, Prithviraj Road, Near Calories Hotel,

New Delhi, Delhi 110011

Subject: Request for Six Months Multiple Entry Business Visa (Passport: XXXXX)

Dear Sir/Madam,

I XXXX, plan to visit Digital Mobile Innovations SL, (wholly owned subsidiary of Digital Mobile Innovations, LLC, USA and hence a group company), having it’s office at Carrer Bruc 49, Principal, 08009 Barcelona, Spain from October 21, 2017 to October 28, 2017.

The purpose of our travel is business meetings and discussions with customers and DMI teams. I will return to India as per my business travel plan.

I will be further required to visit Digital Mobile Innovations SL office for business meetings at very short notices and am seeking your kind assistance to issue Six months multiple entry business visa.

I trust that you will find everything in order. For any questions or clarifications, please do not hesitate to contact me. Thanking you in advance for a favorable reply to my application by issuing the appropriate visa.

Sincerely,

XXX (Passport Number: XXXX)

Address: XXX

Phone: XXXX

Email: XXXXX@dminc.com