



To,

Consulate of Germany

633 3rd Ave 30th floor, New York, NY
10017, United States

Sep 22, 2022

Subject: Approval of my Business Visa with German Consulate

Dear Sir/Madam,

I would like to visit Germany for business between Sep 24, 2022 and Sep 30, 2022 ..

Travel Purpose: I am going to attend training on BMW car service in Bayern

As Indian citizen, I need to get a Business Visa for the same. This cover letter/ travel itinerary would explain the details of my trip and make a case for the issuance of my visa.

Below is the break up itinerary for my trip and what I intend to pursue.

- **Sep 24, 2022 : Land in Munich & check into my hotel (Mew Gatstead Hotel)**
- **Sep 25, 2022 : Visit BMW Weldt and undergo training in Gear Transmission**
- **Sep 26, 2022 : Weekend trip to Zurich**
- **Sep 27, 2022 : Stay in Zurich and visit The Aphhia Falls**
- **Sep 28, 2022 : Attend training workshop on ZF Gearbox.**
- **Sep 29, 2022 : Day trip to Prague**
- **Sep 30, 2022 : Return back to Bangalore**

I am currently working at Navnit Motors BMW as Service Engineer. I am the bearer of all my travel expenses on this trip.

I am following the requirements as mentioned on the German consulate website.

Please find enclosed the following documents to support my Business Visa application :

- Original and copy of my passport with minimum 6 months validity
- Photos as per visa specification
- Proof of my leave approval from my employer
- Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.
- My employment contract
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Proof of visa fee paid.
- Attested bank statement of last 6 months
- Duly filled visa application form
- Invitation letter from the inviting company in your country.
- Proof of a healthy business relationship between my company and the inviting company
- Hotel bookings made for this trip.

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

_____ Date: Sep 22, 2022

(Steve Rogers)

Ph : +99483838383

Email: Steve.rogers@gmail.com