

Business Meeting Invitation Letter For Visa

Jane Smith

CEO

ABC Construction Services

123 Builder's Lane

New York, NY 10001

USA

contact@abcconstruction.com

(123) 456-7890

May 29, 2024

John Doe

President

XYZ Developers

456 Development Road

Los Angeles, CA 90001

USA

Dear Mr. John Doe,

I hope this letter finds you well. I am writing to formally invite you to a business meeting at ABC Construction Services. The purpose of this meeting is to discuss potential collaboration opportunities between our companies.

Date: June 15, 2024

Time: 10:00 AM

Location: ABC Construction Services, 123 Builder's Lane, New York, NY 10001, USA

Purpose of the Meeting

The meeting will focus on exploring areas where our companies can work together to achieve mutual goals. Topics to be discussed include:

- Project collaborations
- Market expansion strategies
- Joint ventures and partnerships

Visa Requirements

As part of this invitation, we understand you will require a visa to enter the United States. Please present this letter to the US Consulate in your country as part of your visa application. We will provide any additional documentation or assistance needed to facilitate your visa process.

Expenses

ABC Construction Services will cover your travel and accommodation expenses for the duration of your stay in New York.

Confirmation

Please confirm your availability for this meeting and inform us of any additional topics you would like to include in the agenda. If you need further assistance with your visa application, do not hesitate to contact us.

We look forward to your positive response and to welcoming you to New York.

Best regards,

Jane Smith

CEO

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