

Indian Company Logo
Full address

Date

To
High Commission of London
India House
Aldwych
London
WC2B 4NA

Re: letter of invitation

Dear Sir,

We would like to invite the following British National of (company name and full address) to visit our office (name of Indian company) between (dates of visit 6 months apart for 6 months and 12 months apart for 12 month visa) for disussion on present and future business development. (name of person visiting India) will be visiting India several times over the next x months on business related issues. Please note the passport details as mentioned below.

Name
DoB
Passport No
Date of Issue
Date of Expiry
Type of business

Looking forward to seeing you soon
Sincerely Yours

.....
Name
Job Title