

MOFA BUSINESS VISIT VISA (New Delhi)- Process & Requirements

1. Copy of MOFA Business Visit Visa Slip – with the endorsement place as New Delhi. ([Click For Sample](#))
2. Valid CR (Company Registration) copy of the Saudi Company. ([Click For Sample](#))
3. Covering Letter from the Local Indian Company (whose name is given at Saudi, while applying for the visa slip) addressed to The Saudi Embassy, New Delhi requesting the above visa in company letter head with proper signature and company seal. Designation should be mentioned same as in the MOFA Business Visit Visa slip. ([Click For Sample](#))
4. Chamber Letter from the Chamber where the Local Indian Company is registered. Should be addressed to The Saudi Embassy, New Delhi. Designation should be mentioned same as in the MOFA Business Visit Visa slip. Chamber Seal must in the letter. ([Click For Sample](#))
5. Original Passport (should have minimum 8 months validity & should contain facing blank pages) + **old passport**.
6. Recent color photo – 4 Nos. (White background, Size 4x6cm, formal dress)

N. B: 1. The designation / job category mentioned in the Covering Letter and Chamber Letter should be the same as the job category mentioned in the visa slip.

2. The profession should be business type like Business Consultant, Marketing Manager, Business Development Manager etc.. (**not** occupational or professional type like *Electronic Engineer, Computer Programmer, System Analyst etc...*then the visa should be Work Visit.)



مستند تأشيرة

الرجاء طباعة المستند ومراجعة ممثلية المملكة لإصدار تأشيرة الدخول

رقم التأشيرة 7001729838 تاريخ التأشيرة 14340218
اسم صاحب الطلب مؤسسة حلول الأعمال العالمية للتجارة رقمه 1035341294
العنوان حي عبدالله فؤاد شارع علي بن عبي طالب ر

النوع	جهة القدوم	الجنسية	صلة القرابة / المهنة	العدد باليوم	عدد الأشخاص	الاسم
زيارة تجارية	نيودلهي	الهند	مدير مشاريع	سفرة واحدة - 30	1	SUNIL MATHEW

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

شهادة تسجيل شركة مساهمة

المملكة العربية السعودية
وزارة التجارة والصناعة

الرقم: ١٠١٠٠٣٥٧٧٩
التاريخ: ١٣٩٩/١١/٢٣

الإسم التجاري للشركة: البنك السعودي البريدي الثاني

جنسيتها: سعوديَّة مدة الشركة: ٩٩ سنة تبدأ من: ١٩٧٨/٠٥/٢٩ وتنتهي في: ٢٠٧٧/٠٥/٢٨

مركزها الرئيسي: الرياض / شمال المربع شارع الأمير عبدالعزيز بن مساعد بن جلوي

ص.ب: ٩٠٨٤ الرمز البريدي: ١١٤١٣ هاتف: ٤٠٥٠٦٧٧ فاكس: ٤٠٢٣٤٩

النشاط: مزاولة الأعمال المصرفية وإستيراد محادق تهيئة بموجب الرخصة رقم (١١/١٠١٣٣٧) وتاريخ ١٤١٦/٠٧/٠٦ وإصدار سندات القروض وفقاً لمقرر الجمعية المنعقد بتاريخ ١٤٣٧/٣/٢١ الموافق ٢٠١٦/٣/٣١ «««««»»»»»

رأس المال المكتوب به: ٧٥٠٠٠٠٠٠٠٠٠٠ ريال سعودي المدفوع: ٧٥٠٠٠٠٠٠٠٠٠٠٠ ريال سعودي

عدد الأسهم: ٧٥٠٠٠٠٠٠٠٠٠٠٠ قيمة السهم: ١٠٠٠٠٠٠٠٠٠٠٠٠ ريال سعودي

أعضاء مجلس الإدارة:

١- خالد سليمان الخليان (رئيس المجلس)	٢- ديفيد دين (عضو منتدب)
٣- فواد عبدالوهاب بحر اوي	٤- خالد عبدالله عبدالعزيز الملحم
٥- سليمان عبدالقادر المهيدب	٦- محمد عمران الحمزان
٧- محمد عبدالرحمن السحان	٨- سايهون كوير
٩- زارين كاما	١٠- محمد مزيد محمد التويجري
١١-	١٢-

يشهد مكتب السجل التجاري بمدينة الرياض بأنه تم تسجيل الشركة آنفة الذكر بسجل مدينة الرياض

وتنتهي صلاحية الشهادة في ١٤٣٨/٠٥/٣٠ بموجب الإصدار رقم: ٠٠٢٨٩٠٤١ وتاريخ: ١٤٣٣/٠٧/٢٠

مدير السجل التجاري، الإسم: وليد عبدالله الرويشد

التوقيع: ١٤٣٩



Aptivaa Consulting Solutions (P) Ltd.

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February 4, 2014

To,
H.E. Ambassador
Royal Embassy of Saudi Arabia
2, Paschimi Marg
Vasant Vihar
Delhi

Subject: Visa Request

Dear Sir,

Aptivaa is a risk consulting firm providing services to various banking and financial services to clients globally. Aptivaa also has its 100 % owned subsidiary in UK, USA, & UAE

Mr. Ashish Damani as Business Development Manager of the parent company in India would like to visit Saudi Arabia to carry out appropriate business discussion with the official of the Al Rajhi Capital Company

The visa applicant, **Mr. Ashish Damani** an Indian Citizen holding **Passport No: Z1743014**

Name in the passport	Mr. Ashish Damani
Passport no.	Z1743014
Issued at	Chennai
Date of Issue	12 th May 2008
Date of Expires	11 th May 2018
Date of birth	28 th August 1981

During his entire stay in Saudi, please be informed that all his expense would be borne and sponsored by us.

Kindly request you to grant him a visa and oblige

Please feel free to contact me should you require any further information or clarification regarding any of the above.

Thanking you.

Yours sincerely,

For APTIVAA CONSULTING SOLUTIONS PRIVATE LTD.


Deepak Mane
Authorised Signatory





mccia[®]

MAHARATTA CHAMBER OF COMMERCE, INDUSTRIES AND AGRICULTURE

Ref: 80/FT/Visa/O/
12 February, 2014

015185

The Visa Officer
Royal Embassy of Saudi Arabia
New Delhi

Respected Sir / Madam,

Mahratta Chamber of Commerce, Industries and Agriculture, Pune presents compliments and states that M/s HSBC Software Devpt.(I) Pvt.Ltd., Riverside, West Avaneue25B Raheja Woods, Kalyaninagar, Pune, 411006, India is a member of this Chamber.

The company is deputing Mr. Kokkerala Rajesh, Business Consultant to visit your country for business purpose in the month of February 2014 for a period of thirty days. Further he would like to visit your country frequently for business purpose during the next two months.

Mr. Kokkerala Rajesh holds a valid Passport (No. F3527124) issued on 02/08/2005 and valid till 01/08/2015.

In view of this, the Chamber would feel grateful if necessary assistance is given to him in the matter of securing multiple entry business visa and such other assistance that would make his visits fruitful.

Assuring you of our highest co-operation at all the times.

Thanking you,



Yours faithfully

Authorised Signatory

PRASHANT VASANT JOGALEKAR
ASSOCIATE DIRECTOR

A Wing, 5th Floor, MCCIA Trade Tower, S. L. Kirloskar International Convention Center Complex,
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