The Visa Officer

Germany Consulate General

Ankara, Turkey

Dear Sir/Madam,

This is to confirm that Mr. **YİĞİT YAŞAR ALKAN** who is working in our firm since **23/10/2019** , will be travelling to Germany between the dates of **07/12/2019-25/12/2019** business purposes.

Therefore, we would like to obtain a long-term and multiple entry visa for Mr. **YİĞİT YAŞAR ALKAN**. Upon him return from Germany to Turkey, he will resume him work in our firm. All him expenses will be covered by our company.

We kindly request you to supply him the required visa for entering Germany.

Should you have any questions concerning this application, please do not hesitate to contact the undersigned.

Your truly.

**HÜSEYİN ALKAN**