Company letterhead of the Inviter in China

(Name of the company + address + contact information)

To the Embassy or People’s Republic of China,

Visa section

Dear visa officer:

A brief paragraph containing information about the visit to China:

* reason for coming to China (Business negation, factory visit, training/auditing)
* Estimated date of arrival and departure,
* place of visit (City + address if applicable)
* relationship with the applicant (business partner/potential buyer)
* who will pay for the travel expenses

Personal information of the applicant :

1. Applicant’s Full name
2. Applicant’s gender
3. Applicant’s date of birth
4. Applicant’s passport number

Legal Rep/correspondent’s name

Title/position

cell phone /direct number,

legal representative or inviter’s signature, date

company seal,