Bu davetiye Çin'deki davet eden firmanın antetli kâğıdına yazılmalı, kaşelenip imzalanmalıdır. Ekine firmanın iş lisansı (business license) ve imzalayan yasal temsilcinin kimlik fotokopisi eklenir.

INVITATION LETTER

[Date]

To: Consulate General of the People's Republic of China in Istanbul / Embassy in Ankara

1. Information on the Applicant

- Full Name: [Full Name]
- Gender: [Male / Female]
- Date of Birth: [Date of Birth]
- Nationality: Turkish
- Passport No: [Passport No]
- Company and Position: [Turkish Company Name] – [Position]

2. Information on the Planned Visit

- Purpose of Visit: [Business negotiations / Trade fair visit / Factory inspection]
- Arrival Date: [Date] Departure Date: [Date]
- Places to be Visited: [City 1, City 2]
- Number of Entries: [Single / Double / Multiple]
- Expenses Covered by: [Inviting company / Applicant's company]

3. Information on the Inviting Entity

- Company Name: [Chinese Company Name]
- Address: [Full Address in China]
- Phone: [Phone] E-mail: [E-mail]
- Contact Person: [Name – Title]

We hereby invite the above-mentioned person to visit our company for the purpose stated above and kindly request that the necessary visa be issued.

Legal Representative: [Name]
Signature and Company Seal