To the Embassy

of the Republic of Kazakhstan

to the Kingdom of the Netherlands

From: [enter full name passport holder]

Address: [enter full dutch address ]

Phone:[enter phone number- +31(0)..]

Dear Visa Officer,

With this letter I kindly request a [enter one of the following: single / double / multiple] entry visa for the purpose of [enter one of the following: tourist / business]. The period of intended stay will be from [enter entry date] to [enter exit date]. [For tourist: describe travel route by mentioning the cities and / or sites to be visited including applicable dates] [For business: describe planned acitivities and applicable cities / sites to be visited including applicable dates]

[Enter address (streetname +number, postcode, city) and contact details from Kazakh

contact / representative]

[date with format: [Signee’s name]

1 January, 20.. ]

[Signature]