

6) 意大利邀请函样张



To the kind attention of
Visa Office
Italian Embassy in Shanghai

Milano, dd mm,yyyy

Subject: Visa request for the staff currently employed by Shanghai University of Engineering Science, located in No 333, Long Teng Road, Songjiang District, Shanghai, China for the official visit as the leading teacher of the Students for Fall-SAP Program.

On behalf of **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**, I would like to invite the leading teacher to Italy for official visit and leading their Students for Fall-SAP program at **XXXX**. The purpose of the teacher visit will be **XX** etc. in Milan. The official visit will take place during the period from **dd mm to dd mm , yyyy**.

The detailed information of SUES leading teacher are as follows:

Name	Gender	DOB(mm/dd/yyyy)	Passport	Title
ZHANG San	F	mm-dd-yyyy	PE1234567	Lecturer

It is understood that the trip return flight tickets (Shanghai to Milan, Milan to Shanghai), **X** nights of accommodation (**dd mm to dd mm , yyyy**) will be covered by **XXXX**.

XXXXXXXX



Ms ZHANG San_j will be lodged at hotel la Spezia, via La Spezia 3, Milano.

I am looking forward to meeting the teacher and students on Campus in the near future and I remain at full disposal for any assistance you might need.

I, the undersigned. 姓名, representing 单位 and inviting the foreign citizen(s), declare to be aware of the Italian law on immigration and of the responsibilities indicated in the article 12, section 1 of the Legislative Decree dated 25 July 1998, n.286 and of its further amendments.

With my kindest regards,

签名

XXXXXXXXXXXXX
Chief Executive Officer
XXXXX
XXXXXXXXXXXXX



XXXXXXXX

Via Darwin XXXXXXXXX, Italia - Tel +39 xx XXXXXX - Fax +39 xx XXXXX.XXX
Cap. soc. i.v. € XXXXX - Partita IVA XXXXXXXXXXXX - R.l. e C.F. XXXXXXXXXXXX - R.E.A. XXXXXXX
XX

www. xxx .it
www. xxxxxxxxxxx .com