

[Your Name]
[Your Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Dear Sir/Madam,

I am writing to recommend [Applicant's Name] for a multiple entry visa to [Destination Country]. [He/She/They] is a [describe the applicant's role, e.g., employee, business partner] at [Company/Organization Name], and [he/she/they] has demonstrated [mention key qualities or reasons for the visa necessity, e.g., frequent business trips, attendance at conferences, etc.].

[Provide a brief overview of the applicant's reasons for needing a multiple entry visa, including any relevant dates, events, or purposes of travel.]

I believe that granting [Applicant's Name] a multiple entry visa will not only facilitate [his/her/their] travel but also enhance the business relations between our countries.

Should you require any further information, please do not hesitate to contact me.

Thank you for considering this application.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]
[Your Position]
[Your Company/Organization]