

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Embassy of Rwanda

[Embassy Address]
[City, State, Zip Code]

Subject: Visa Application for Business Visit to Rwanda

Dear Sir/Madam,

I am writing to apply for a business visa to visit Rwanda from [start date] to [end date]. I am the [Your Position] at [Your Company Name], located in [Your Company Location].

The purpose of my visit is to [briefly describe the purpose of the business trip, such as attending meetings, exploring business opportunities, etc.]. During my stay, I will be conducting meetings with [names of the companies or individuals you plan to meet] and attending [any conferences or events, if applicable].

I have attached the following documents in support of my application:

1. Completed visa application form
2. A valid passport with a minimum of 6 months validity
3. Passport-sized photographs
4. Invitation letter from [company or individual in Rwanda]
5. Business registration documents of my company
6. Proof of accommodation in Rwanda
7. Travel itinerary

I assure you that I will adhere to all Rwandan laws and regulations during my visit. Thank you for considering my application. I look forward to your favorable response.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]