Ministry of Health Contact

 Department

 Address

Details of Embassy if required/given

Date

**VISA INVITATION LETTER**

Dear Sir/Madam

We would like to request your support in issuing a visa for (Name) (with Passport number XXX) from (Country) to attend a Tropical Data Training Workshop to be held between (Dates) in (Location). (Name) has been asked to train National disease mapping teams, to reach WHO Elimination Targets for (Disease).

All costs associated with the visit, including accommodation and return airfare will be borne by ((Implementing) Organisation/the Tropical Data Consortium). We kindly ask you to issue a visa to cover the period of the training and thank you in advance for your continued cooperation.

Should you have any questions regarding the planned training or mapping activities, you may contact (Insert National Contact).

Yours faithfully,

(Name)