

27th August 2023

Embassy of Spain in India
12, Prithviraj Road
New Delhi 110011

Subject: Visa Application for Attendance at “*** Forum****”,

Dear Sir/Madam,

I hope this letter finds you in good health. I am writing to formally apply for a Schengen visa with my intentions to visit two countries from 3rd October to 20th October 2023.

My main purpose of travel is to attend the “*** Forum****”, scheduled to take place from October 8th to 15th, 2023, in ****, Spain.

Allow me to provide you with some information about myself and the purpose of my visit.

My name is *****name, and I am businessman based in ****place***, India.

I own a group of hotels in **place*

One of our hotel is a member of the *****organisation** I have been invited to participate in “*** Forum****”, as a private sector(Tourism) representative, representing **hotelname**. This forum is a significant event in the field of *****, and I am enthusiastic about the opportunity to contribute to and learn from the discussions and insights that will be shared during the event.

During my stay in Europe, after the *** forum**, I intend to spend few days in Paris, France from October 15th to October 20th, 2023, before returning to India on 20th October 2023.

I have always dreamt of experiencing the rich cultural heritage and iconic landmarks of Paris, and I am excited about the prospect of including this personal travel experience alongside my participation in the forum.

Enclosed with this letter, you will find the necessary documents to support my visa application:

1. A valid passport with at least six months' validity beyond my intended stay.
2. Flight itinerary confirming my travel arrangements.
3. Invitation letter from the organizers of the “*** Forum****”,.
4. Hotel reservation in Madrid, **PLACE**, and Paris
5. Travel insurance covering the entire duration of my stay.
6. Proof of Self employment

Hotel - Registration certificate, bank statements & GST certificate for all hotels

7. Bank statements to demonstrate my financial ability to cover my expenses during the trip.
9. A detailed itinerary of my activities during the trip.

I assure you that I have every intention of returning to India after the completion of my trip, as I have responsibilities and commitments here.

I kindly request your favourable consideration of my visa application. I am committed to complying with all the requirements and regulations of Spain and the Schengen area. I am confident that my participation in the forum will not only benefit me personally but also contribute positively to the realisation of sustainable development goals envisioned in the forum.

Thank you for considering my application. Should you require any further information or documents, please do not hesitate to contact me.

Yours sincerely,

NAME
ADDRESS
email@gmail.com
+91-phone-no.

DAY	DATE	ITINERARY	HOTEL
1	3 rd October 2023	Departure from Delhi to Madrid DELHI (21:10) ABU DHABHI(23:15) 3 H:20M LAYOVER ABU DHABHI 02:35 MADRID (08:05-4 TH OCTOBER)	Hotel name with address and phone
2	4 th October 2023	Arrival and checkin to the hotel in Madrid	
3	5 th October 2023	Local bus tour	
4	6 th October 2023	Travel to Barcelona via train (return by evening)	Book Train (Omio app- IRYO)
5	7 th October	Visit bernbau stadium and explore the city.	
6	8 th October 2023	Travel to **place name for ***forum** Board a train from *** to *** for the ----- Check-in to your accommodation in ***DESTINATION.	Book Train (RailEurope) Timings – 14:50 to 19:42 Wed 8 Oct 2023
7	9 th October 2023	Copy of provisional programme of ***forum** provided	
8	10 th October 2023	Copy of provisional programme of ***forum** provided	
9	11 th October 2023	Copy of provisional programme of ***forum** provided	
10	12 th October 2023	Copy of provisional programme of ***forum** provided	
11	14 th October 2023	Copy of provisional programme of ***forum** provided	
12	15 th October 2023	Copy of provisional programme of ***forum** provided. Post the event, I will head to **PLACE** Central Bus Station to board bus to Paris for an overnight journey.	NIGHT TRAVEL BlaBlaCar Bus 00:35 -**PLACE** Central Bus Station 11:00 -Paris Gare de Bercy Seine
13	16 th October 2023	Arrive in Paris at 11 am and check-in to the hotel. - Walk along the River Seine and Enjoy delicious French cuisine.	
14	17 th October 2023	Exploring Paris - exploring the iconic landmarks, museums, and culture of Paris. – Visit some of Paris' biggest and most iconic sites: the Eiffel Tower, the Louvre, and the Arc de Triomphe. Notre-Dame Cathedral (if open), Montmartre.	
15	18 th October 2023	Day tour - Normandy Beach tour Starts 7 am and Ends 10 pm Later in the evening, arrive and check-in at Hotel near the airport in Paris	
16	19 th October 2023	Visit versailles	
17	20 th October 2023	Return to Delhi - Check out of the hotel in Paris. Depart from Paris for your return flight to Delhi.	GULF AIR (GO TO GATE) PARIS (10:40) BAHRAIN(18:40) 2H:40M LAYOVER DELHI(04:05)