

日付 08 MAY,2013

**Embassy of the Republic of Kazakhstan  
Consular section**

1-8-14 Azabudai , Minato-ku  
Tokyo, 106-0041 Japan

Dear Sirs,

It is my pleasure to visit your country. The following will give you the details of my status and my travel to Kazakhstan:

1. Surname/First name (名前) Ms. Or Mr. Yamanaka Hanako
2. Date of Birth (生年月日) 02May 1988
3. Purpose of travel (渡航目的) Tourism
4. Company name (勤務先名) ABC Company
5. Address, contact details (勤務先住所)  
1-8-14 Azabudai , Minato-ku, Tokyo, 106-0041 Japan
6. Date of departure (出発日) 08Jan 2013
7. Term of Visa (査証有効期限) 08 Jan 2013 to 07Feb 2013
8. Number of entries requested (入国回数) Single Entry
9. Passport number (旅券番号) TH0000000
10. Date of expiry (旅券有効期限) 18 Feb 2018
11. Place of destination (到着地) Almaty , Kazakhstan
12. Visiting companies in Kazakhstan (訪問先住所もしくはホテル住所)  
Hotel Kazakhstan  
8-8-8 Dustyik street, Almaty, Kazakhstan  
TEL : 7-3272-666-333 FAX : 7-3272-888-777

It would be greatly appreciated, if you could kindly grant me the necessary visa in due time.

Sincerely yours,  
本人署名

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