

**On the official letterhead (if available)**

To:  
Director of the Consular Department  
Ministry of Foreign Affairs  
of the Kyrgyz Republic  
**Mr. Jumakadyr uulu S.**

From: **[Full name of the organization]**  
Address: **[Specify address]**  
Phone: **[Specify phone number]**

### **Statement letter**

**[Name of the organization]** is engaged in **[type of activity]**. The foreign citizen is being invited for the purpose of **[state the purpose for which the foreign citizen is being engaged/invited]**.

**[Name of the organization]** kindly requests you to issue a uniform permit for the period of **[specify duration]** for **[Full Name of the foreign citizen (Name, Surname)]**, a citizen of **[citizenship]**, passport No. **[passport details]**, in connection with **[state the reasons for inviting the foreign citizen]**.

The head of **[Name of the organization]** undertakes to ensure the stay of the foreign citizen in accordance with the requirements of the Law of the Kyrgyz Republic "On External Labor Migration".

**[Head of the organization]**  
**[First name, Last name]**

**[signature, stamp]**