



Your Excellency
Consulate General of Italy
Jeddah, Saudi Arabia

Date:11/12/2025

Sir,

We would like to inform you that Mrs. ZEINAB AWAD ELHAG HAMAD Sudan National holding Iqama Number.:2609907403, Passport Number. P09638526 Issued on 25/06/2022 and it will be Expiry on 24/06/2032, She is working in our Company as Purchase Representative since 22/04/2022, and her monthly gross Salary is SR.8,331.00/- Her contract is renewable automatically with mutual consent each Years. She would like to spent her vacation in your esteemed Country,

We guarantee that she will bear all the expenses of her travel and stay in Italy and also her return to Saudi Arabia before the expiry of hers visa.

So, we kindly request you to issue his a tourist visa.

Yours Sincerely

HR Manager



Subscription No.	Cr Number	700 No	
5874	4030001638	7049947208	
Mishal Baraka Binaydar Al Otaibi Co.			
Request No	Request Date	Employee Number	
8621	11/12/2025	897	
Commissione Name			
Sulaiman Ahmed Al Baawi			
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