

Saudi Arabia Visa Application

1. For endorsement of Visa Application Letter (addressed to the Royal Embassy of Saudi Arabia), the following documents **MUST** be enclosed :
 - i) A Letter of Indemnity addressed to the Chinese Chamber of Commerce and Industry of Kuala Lumpur and Selangor (KLSCCCI), duly stamped at any Government Stamping Office
 - ii) A Company Letter addressed to KLSCCCI, certifying the particulars of the applicant which include :
 - *Name of applicant*
 - *Passport number of applicant*
 - *Position of applicant*
 - *When the applicant joins the company*
 - *The purpose of the applicant to Saudi Arabia*
 - iii) Photocopy of Visa Application Letter, addressed to Royal Embassy of Saudi Arabia
 - iv) Photocopy of Form 9 and / or Form 13 **OR** Form 8 and / or Form 20 of the Company
 - v) Photocopy of Invitation Letter from Saudi Arabia
 - vi) Photocopy of Applicant's Passport
2. **All photocopied documents should be duly certified by the authorized signatory of the applicant's company.*
3. Endorsement Fee: **RM15.00** / Applicant

**The above rate is effective from 1st June 2018.*

LETTER OF INDEMNITY
(Should be typed using the Company's Letterhead)

THE CHINESE CHAMBER OF COMMERCE AND INDUSTRY OF
KUALA LUMPUR AND SELANGOR
7th Floor, Wisma Chinese Chamber,
258, Jalan Ampang, 50450 Kuala Lumpur.
Tel : 03-4253 2135 Fax : 03-4253 2520 / 4

Dear Sir,

RE: ENDORSEMENT OF LETTER FOR VISA APPLICATION TO SAUDI ARABIA
(APPLICANT'S NAME & PASSPORT NO.)

In consideration of your signing the attached Documents, we hereby undertake and agree to indemnify you in full against all consequences and / or liabilities of any kind whatsoever directly arising from / or relating to the said endorsement.

Yours faithfully,

Signature and company stamp

Full name of signatory

Designation of signatory

Date

NB : This document MUST be stamped at any Government Stamping Office.