

Expatriation Request for Employment Transfer

Date: [Insert Date]

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Manager's Name]

[Manager's Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally request an expatriation for the purpose of employment transfer to [Destination Country/City]. I believe that this move aligns with my career goals and the strategic interests of [Company Name].

Over the past [number of years/months], I have dedicated myself to [briefly explain your contributions and achievements]. I am confident that my skills in [mention relevant skills] would greatly benefit our team in [Destination].

Furthermore, I believe that working in [Destination Country/City] would provide valuable experience that I can eventually bring back to our operations here.

I would appreciate the opportunity to discuss this request further and explore the possible steps we can take to facilitate this transition.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Contact Information]