

Embassy of [Country Name]

[Embassy Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [DD/MM/YYYY]

To Whom It May Concern,

Subject: Travel Authorization for Cultural Exchange

This letter serves to confirm that [Name of the Applicant], holding passport number [Passport Number], is authorized to travel to [Destination Country] from [Start Date] to [End Date] for the purpose of cultural exchange.

[Applicant's Name] will be participating in [describe the program or event] organized by [Organizing Body or Institution]. This exchange aims to promote cultural understanding and cooperation between [Country Name] and [Destination Country].

We kindly request that you provide any necessary support for [Applicant's Name] during his/her travel arrangements. If there are any questions or further information is required, please feel free to contact us at the above email address or phone number.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

Embassy of [Country Name]