TRAVEL ORDER

**The Consular Section DATE :**

**Embassy of the Islamic**

**Republic of Iran No :**

**I the undersigned, as the president of 회사명 of company hereby certify that the following staff has been ordered to travel to the Islamic Republic of Iran on our official business**

NAME IN FULL :

DATE OF BIRTH :

SEX :

POSITION HELD :

ADDRESS IN KOREA :

PERIOD OF STAY IN IRAN : 30 DAYS

FINAL DESTINATION IN IRAN : TEHRAN

KIND OF REQUESTED VISA : ENTRY

PURPOSE OF TRAVEL : **방문 목적에 대하여  정확히 기재하여 주십시요**

**IRANIAN PARTNER**

1) NAME : **이란 회사명 과 Partner**

2) ADDRESS : **자세히 기재**

3) TEL. :

**The company fully guarantees to pay all expenses to be incurred by above person during his stay in Iran**

**And trip to and from Iran including round trip air tickets, food, accommodation and other incidental charges.**

**It is guaranteed that he or she will not violate the existing domestic law of the Islamic Republic of Iran and observe the rules and customs and will be back as soon as he or she finishes business.**

 **회사명판/대표자영문이름/직인과서명**