

**The Visa Officer
Consulate General of the Republic of Singapore
Mumbai.**

Date:

Dear Sir/Madam

This is to confirm that Mr / Mrs _____ is working with us since _____ and is currently designated as _____.

He has been granted leave from _____ to _____. He would resume his duties from _____.

This letter is issued at his own request for the purpose of applying for visa. The firm accepts no form of responsibility or provides no form of assurance in connection with the application.

Thanking you.

**Yours faithfully
For KPMG**

**Sahil Nayar
Manager-Human Resources**