

Request Letter for Non Objection Certificate (NOC) to Apply
for Passport and Visa for a Family

From,

NAME & CURRENT ADDRESS

To,

THE COMMISSIONER OF POLICE

ADDRESS

Sub: Request for NOC to apply for Passport and visa for my Father (NAME)

Dear Sir/Madam,

I, NAME, working as a Software Engineer in [COMPANY NAME], located at [ADDRESS]. I would like to invite my Father [NAME], to visit USA for to meet my family. He will be staying with me at my home at the above-mentioned address.

I will be responsible for their travel arrangements and bear all the expenses including the ticket, stay and medical insurance. I will make sure that he leaves United States before the expiration of his authorized stay as per the Immigration authorities and will abide to the local and national laws.

I respectfully request you to provide us the NOC to proceed with the necessary Passport and Visa paper work.

Thanking you,

Yours Sincerely,

(NAME)

DATE