

GUARANTEE LETTER FORMAT

(PREPARE ON COMPANY LETTERHEAD)

Application serial number
Agency code

The Honorable Consul
Non-Immigrant Visa Section
Embassy of the United States of America
1201 Roxas Boulevard, Ermita, Manila

Date

Dear Sir/Madame:

I am writing to request the issuance/renewal of a C1/D multiple entry visa for our seafarer mentioned below that will be joining our vessel.

Name of Seafarer :
Position :
Date and Place of Birth :
Seaman Book No. /Validity :
Prior U.S. Visa(s), date/place of issuance :
Country and port where he/she will join ship :
Date he/she will join ship :

Name of Vessel:	Type of Vessel:
Flag of Registry:	Gross Tonnage:
Port of Entry into U.S:	IMO Number:

U.S. Agent: Company Name	Principal: Company Name
Address	Address
Telephone Number	Telephone Number
Fax Number	Fax Number
E-mail Address	E-mail Address
Website	Website
Contact Person	Contact Person

Attached please find a complete itinerary for this ship, including dates for all ports visited in the past 12 months, and projected dates for all ports to be visited in the next 6 months.

In the event the seafarer is refused entry at the final destination, we guarantee to shoulder all repatriation expenses.

Thank you for your consideration of this request.

Respectfully yours,