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The Visa Officer

Australian High Commission
New Delhi
India

Subject: **Visa Application for Business Trip to Australia**

Dear Sir/Madam,

I am writing to submit my application for a visa to travel to Australia for a business trip organized by my employer, Zoho Corporation private limited. The purpose of my visit is to assist customers in Australia with the setup and configuration of our application based on their specific business requirements. I will also address any grievances or issues they have encountered with the application in the past, particularly regarding the support they have received from us.

This trip is essential for ensuring the application runs smoothly according to the customer's needs and resolving any outstanding concerns.

As part of my professional responsibilities, I have previously travelled for similar business purposes to Saudi Arabia and Canada and returned to India after fulfilling my assignments. I have always complied with the terms of my travels and have no intentions of overstaying in Australia.

I would like to assure you that I have strong personal and professional commitments in India, which will ensure my return after the completion of this project. I am married, and my family responsibilities are a strong incentive for me to return home following this short business trip. Additionally, I have ongoing professional commitments with Zoho Corporation that require my presence in India.

I kindly request that you consider my application favorably.

Yours sincerely,
Manikandan Ganesh
Lead - Subject Matter Expert
Zoho Corporation private limited