February 23, 2024

United States Embassy

China

To Whom It May Concern:

This is an invitation for the following individual to visit XXX Company located at 123 Research Blvd, Austin, Texas 78XXX, United States.

Name: Yang XXX

Passport number: EJ000000

Position: Sr Director

XXXXXX Co., Ltd

XXXXX High-Tech District, Huizhou, Guangdong, China

This letter is to confirm that Yang XXX, Sr Director of XXXXXX Co., Ltd has been an employee since 10 Mar 2008 and will be travelling to 123 Research Blvd, Austin, Texas 78XXX, United States. The purpose of this trip is to attend business meetings. While in the USA, his principal contact will be Kristin XXX, Global Mobility Manager, contact number is xxxxxxx, Kristin.XXX@xx.com.

Yang XXX will remain on China payroll during this trip to the US and continue to be employed with XXXXXX Co., Ltd, upon his return to China. XXXXXX Co., Ltd here by guarantees sufficient funds for his stay, as well as, round-trip air transportation and full medicalinsurance coverage.

The arrival date in the US will be 29 Mar 2024 and the date of departure from the US will be 06 Apr 2024. The length of stay will be approximately 9days.

I appreciate your kind consideration in granting hima ten-years multiple entry business visa.Your approval in this matter is highly appreciated.If you have any questions, please feel free to contact

us.

Respectfully submitted,

Kristin XXX

Global Mobility Manager

XXX Company