

Company Logo

Date: DDst of Month YYYY

DEMAND LETTER

Visa Block No: 1304XXXX

Visa Issue Date: XXXX/XX/XX

Recruiting Agency Name,
License No RL-XXXX,
Address of Recruiting Agency

Dear Sir,

Please arrange to recruit the following workers for work with us and under our sponsorship as per following terms and conditions:

SI No.	Category	Quantity	Monthly Salary
01	Construction Labor	300	1000

Terms & Conditions:-

1. Period of Contract Two (2) Years and renewable
2. SR200 or Food Provided & Accommodation
3. Free Medical Facilities with Transportation
4. Annual Vacation Twenty-one (21) days
5. Probation period Three (3) months
6. Air ticket round trip free
7. Overtime as per Saudi Law
8. Duty Eight (8) hours. Six (6) days a week
9. All other terms and conditions as per Saudi Labour Law.
10. Visa Free provided by the company
11. Service. Charge is not provided by the Company

For and on behalf of

ABC Company LLC.

Responsible Employee Name
Designation