Lina Haddad
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Saudi Arabia
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Riyadh, 15 June 2027

Embassy of Switzerland in Riyadh – Visa Section

**Subject: Application for a short-stay Schengen visa (tourism) – Lina Haddad**

Dear Sir or Madam,

I am a Jordanian national living and working in Riyadh, and I am applying for a single-entry short-stay Schengen visa for tourism, for a ten-day stay in Switzerland from 5 to 14 August 2027. I will travel alone.

**1. Purpose of the trip**
I will spend three nights in Zurich (5 to 8 August), three nights in Lucerne (8 to 11 August) and three nights in Geneva (11 to 14 August), travelling by train between the three cities. The enclosed itinerary sets out each day. Switzerland is the only Schengen country of my trip.

**2. Accommodation and costs**
My hotels are booked for all nine nights, as the enclosed reservations show. I will pay for the trip myself from my salary and savings. My bank statements for the last six months, showing my monthly salary and the current balance, are enclosed. Any medical costs are covered by my travel medical insurance, issued by an insurer in Saudi Arabia.

**3. Employment and residence in Saudi Arabia**
Since 2021, I have worked as a marketing manager on a renewable contract at Wadi Hanifa Retail Co. in Riyadh. My employer has approved my leave from 5 to 14 August 2027, as its enclosed letter, attested by the Chamber of Commerce, confirms. My iqama is valid until 30 April 2028, as my exit and re-entry visa shows, and my Muqeem and GOSI prints are enclosed.

**4. Ties to Saudi Arabia and return**
I have lived in Riyadh since 2016, where I rent my apartment. I will be back at work on Sunday 15 August 2027, after my return flight from Geneva to Riyadh on 14 August, shown in the enclosed flight reservation.

I remain at your disposal for any further document or for an interview.

Yours faithfully,

Lina Haddad

**Enclosures:**
- Passport and a copy, application form signed twice and two photographs
- Copy of my iqama translated into English, and of my electronic exit and re-entry visa
- Muqeem and GOSI prints in English
- Flight reservation Riyadh–Zurich on 5 August and Geneva–Riyadh on 14 August 2027
- Travel medical insurance certificate
- Itinerary: Zurich, Lucerne, Geneva
- Hotel reservations in Zurich, Lucerne and Geneva
- Bank statements for the last six months
- Employer’s letter, attested by the Chamber of Commerce