**Employment Certificate**

Dear visa officer:

This is to certify Mr. Zheng Linshan(D.O.B: 29th Sept., 1987, Passport No.: XXX, ID: XXXX) is working for China CYTS Tours Holding Co., LTD （公司名字）from March 2009（入职时间） to now as the Vice General manager（职务）with monthly income RMB XXX（月薪）.

Mr. Zheng Linshan’s holiday application from 18th Sept 2013 to 2nd Oct 2013（出行日期） to Mexico for tourism purpose has been approved by the company. All the cost to Mexico including airplane ticket, accommodation and other relative cost will be paid by Mr. Zheng Linshan himself.

The company can promise to keep Mr. Zheng Linshan’s job position until she/he comes back to China on time.

Please do not hesitate to contact us regarding Mr. Zheng Linshan’s visa application.

This is to certify

HR manager: XXXX

XXXXXX(公司名字)

Address: XXXX（公司地址）

Tel: 010-57310205（公司座机电话）

Date: XXXXX