

[GUARANTEE LETTER SAMPLE]

[Please use your company's letterhead if available.]

**To: Office of Labour Affairs
Royal Thai Embassy
Abu Dhabi, UAE**

Subject: Guarantee Letter

Date:

Dear Sirs:

This is certify, that I, **(employer's name)** holder of Passport No: **XXXXXXXXXX** Nationality: **XXXXXX** on behalf of the **(company's name and address)** , Tel. No.: **+971XXXXXXXXXX** here by status that the employment contract of **(employee's name)** holder of Thai Passport No.: **XXXXXXXXXX** which has been attested at the Office of Labour Affairs, Royal Thai Embassy, Abu Dhabi-UAE. Which will be concluded between **(employee's name)** and the **(company's name)** at the UAE Labour Office in accordance with the UAE Labour Law.

The employer agrees to not deduct any charge or fees or demand payment whatsoever from the employee's salary relating to costs of visa, accommodation, transportation, Utilities etc.,

I shall also be responsible for all their accommodation, food, and transportation to work and back during stay in the UAE and if I break this agreement and the necessity for repatriation occurs, I shall guarantee all their expenses to be repatriate back to Thailand without charging any expenses or costs to the new Thais employees.

If there are any rectifications done with the Employment Contract submitted at the UAE Labour Office, suitable Legal Actions can be undertaken if any problems arise in the future.

Sincerely yours.

(Guarantor's Name)

Company:

Address:

Tel: