

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department of Home Affairs]
[Office Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Application for Permanent Residency Visa

I am writing to formally submit my application for a Permanent Residency Visa under the [specific visa subclass, e.g., Subclass 186 - Employer Nomination Scheme] in Australia.

I have [briefly state your background, qualifications, and work experience that supports your application]. I believe that my skills in [mention relevant skills] make me an ideal candidate for this visa category.

Enclosed with this letter are all required documents, including [list documents: identity proof, work experience letters, educational qualifications, etc.].

I appreciate your consideration of my application. I look forward to the opportunity to contribute positively to Australian society.

Thank you for your attention.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]