

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Visa Office/Embassy Name]
[Embassy Address]
[City, State, ZIP Code]

Subject: Proof of Funds for Visa Application

Dear [Visa Officer's Name],

I am writing to provide proof of funds as part of my visa application for [specific visa type, e.g., tourist/business/educational] to [Country Name].

I have included the following documents to demonstrate my financial stability:

1. ****Bank Statements****: Recent bank statements for the past six months from [Your Bank Name], showing my account balance and transaction history.
2. ****Employment Letter****: A letter from my employer detailing my position, salary, and length of employment.
3. ****Pay Slips****: Copies of my last three pay slips.
4. ****Financial Support Documents****: [If applicable, include documents regarding any financial support from family or friends, such as affidavits or bank statements].

I assure you that I have sufficient funds to cover my expenses during my stay in [Country Name] and that I will adhere to all visa regulations during my visit.

Thank you for considering my application. Please feel free to contact me if you require any further information or documentation.

Sincerely,

[Your Name]

[Your Signature] (if sending a hard copy)