

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, Zip Code]

Dear Sir/Madam,

I am writing to apply for a visa to visit Bhutan for [insert duration] for the purpose of [state purpose, e.g., tourism, business, etc.]. I am excited about the opportunity to experience Bhutan's unique culture and stunning landscapes.

I plan to travel to Bhutan from [start date] to [end date]. During my stay, I intend to visit [list key sites or activities planned]. I have made the necessary arrangements for my accommodations, and I am attaching my itinerary and hotel reservation confirmations.

Enclosed with this letter, you will find the completed visa application form, my passport-sized photographs, a copy of my passport, proof of financial means, and any additional documents required for the visa process.

Thank you for considering my application. I look forward to the opportunity to visit your beautiful country.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]