

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

Embassy of Bhutan
[Embassy Address]
[City, State, Zip Code]

Subject: Visa Application for [Type of Visa]

Dear Sir/Madam,

I am writing to apply for a [type of visa, e.g., tourist, business, etc.] visa to Bhutan. My name is [Your Full Name], and I am a [Your Nationality] citizen, holding passport number [Your Passport Number]. I plan to visit Bhutan from [start date] to [end date] for [purpose of visit].

During my stay, I will be residing at [Hotel/Address where you will stay]. I have attached a detailed itinerary of my planned activities in Bhutan, as well as the required documents, including:

1. A completed visa application form
2. A copy of my passport
3. Passport-sized photographs
4. Proof of accommodation
5. Flight itinerary
6. Any other relevant documents

I kindly request you to process my visa application at your earliest convenience. Should you require any additional information or documents, please do not hesitate to contact me.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]