

[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,

Subject: Request for Bhutan Visa

I hope this letter finds you well. I am writing to formally request a visa to visit Bhutan for [specify duration and purpose of your visit, e.g., tourism, business, etc.].

I am a [your nationality] citizen, holding passport number [your passport number], issued on [passport issue date], and expiring on [passport expiry date]. My travel itinerary includes arriving in Bhutan on [arrival date] and departing on [departure date].

The purpose of my visit is [explain your purpose briefly]. I have attached my travel itinerary, a completed visa application form, and the required documents, including my passport copy, photographs, and proof of accommodation.

I appreciate your attention to my request and look forward to your positive response.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]