

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

Dear Sir/Madam,

Subject: Request for Bhutanese Travel Visa

I am writing to formally request a visa to travel to Bhutan for [insert purpose of visit, e.g., tourism, business, study, etc.]. I plan to visit from [insert start date] to [insert end date] and would like to provide the following details regarding my application:

- Full Name: [Your Full Name]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Date of Birth: [Your Date of Birth]
- Duration of Stay: [Number of days]

I have attached the necessary documents to support my visa application, including:

1. A completed visa application form
2. A copy of my passport
3. Passport-sized photographs
4. Proof of accommodation in Bhutan
5. An itinerary of my travel plans
6. Any additional documents required (e.g., invitation letter, financial statements, etc.)

I hope that my application will be considered favorably. Please do not hesitate to contact me at [your phone number] or [your email address] should you require any further information.

Thank you for your attention to my request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]