

[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 Bhutan

Dear Sir/Madam,

I am writing to apply for a visa to enter Bhutan. I plan to visit from [start date] to [end date] and will be staying at [name of hotel/hostel] located in [city/town].

The purpose of my visit is [explain the purpose of your visit, e.g., tourism, business, cultural exchange, etc.]. I have attached my travel itinerary along with the necessary documents, including:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Proof of accommodation (hotel reservation)
5. Travel itinerary
6. [Any other relevant documents]

I kindly request you to process my visa application at your earliest convenience. Thank you for your assistance.

Sincerely,

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