

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

[Recipient's Name]
[Recipient's Position]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Explanation of Documents for BNO Visa Application

I am writing to provide an explanation regarding the documents submitted in support of my British National (Overseas) visa application.

1. ****Identification Documents****

- [List and explain your identification documents, e.g., passport, national ID, etc.]

2. ****Proof of Residency****

- [Detail any documents that prove your residency in Hong Kong, such as utility bills or bank statements.]

3. ****Evidence of Nationality****

- [Include a brief explanation of how your documents demonstrate your BNO status.]

4. ****Family Documents****

- [If applicable, describe any documents relevant to family members accompanying you, such as birth certificates or marriage certificates.]

5. ****Employment or Financial Evidence****

- [Outline documents that demonstrate your employment status or financial stability, like payslips, bank statements, etc.]

I trust that this letter clarifies the purpose and relevance of each document submitted with my application. Please feel free to contact me at [your phone number] or [your email address] should you require any further information or clarification.

Thank you for your attention to my application.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your BNO Number (if applicable)]