

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Department/Office Name]
[Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to apply for U.S. citizenship and to provide necessary information to support my application.

As a [Your nationality] who has resided in the United States for [number of years], I have embraced the values and responsibilities that come with being a member of this country. I am particularly drawn to [specific values, principles, or aspects of U.S. citizenship that resonate with you].

Since my arrival in the U.S., I have [briefly discuss contributions, such as employment, community service, education, etc.]. I have continuously sought to improve my understanding of American culture and actively participate in my community by [specific examples].

I have enclosed my application, supporting documents, and [any additional required materials] as part of this process. I am committed to upholding the laws and values of this great nation and look forward to the opportunity to contribute even more as a citizen.

Thank you for considering my application. I appreciate the opportunity to become a part of this vibrant community.

Sincerely,
[Your Name]