

Subject: Request for DHS Approval

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Department of Homeland Security]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request approval from the Department of Homeland Security regarding [briefly explain the purpose of the request, e.g., "my application for a visa renewal," "my petition for humanitarian parole," etc.].

[Provide a brief background of your situation and any relevant details, including case numbers, dates, and any previous correspondence related to your request.]

I believe that my request aligns with the regulations set forth by the Department of Homeland Security. [You may add specific reasons or evidence that supports your case here.]

I appreciate your time and attention to this matter and look forward to your prompt response. Should you require any additional information, please do not hesitate to contact me.

Thank you for considering my request.

Sincerely,

[Your Name]

[Your Title or Affiliation, if applicable]