

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

Dear [Recipient's Name],

Subject: Application for Dual Citizenship

I hope this letter finds you well. I am writing to formally apply for dual citizenship in [Country A] and [Country B].

[Briefly introduce yourself and your background, including pertinent details such as where you were born, your current citizenship, and any relevant family ties or connections to the countries involved.]

I have attached the necessary documents, including:

1. Completed application form
2. Proof of identity (e.g., passport, birth certificate)
3. Documentation supporting my claim to citizenship (e.g., parentage, residency)
4. [Any additional documents required by the agency]

I believe that obtaining dual citizenship will allow me to [explain reasons, such as enhance professional opportunities, strengthen family ties, contribute to both communities, etc.].

Thank you for considering my application. I am looking forward to your positive response. Please feel free to contact me if you require any further information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]