

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Office of Immigration/Consulate/Embassy Name]
[Office Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my sincere intention to apply for dual citizenship with [Country Name] and [Your Current Country Name]. As someone who has a deep connection to both nations, I believe acquiring dual citizenship will allow me to strengthen my ties and contribute positively to both communities.

My [family background/heritage/study] in [Country Name] has always been an integral part of my identity. Growing up, I was immersed in [cultural practices, language, traditions] that have profoundly shaped who I am. I have remained actively involved in the [community activities, organizations], demonstrating my commitment to [Country Name] while residing in [Your Current Country Name].

I am particularly drawn to the opportunity to maintain and foster relationships with family and friends in [Country Name], as well as to participate fully in the civic life of both nations. I believe that dual citizenship will empower me to advocate for [specific causes or initiatives] that resonate with my values, bridging cultural gaps and promoting mutual understanding.

Enclosed are the necessary documents supporting my application, including [list of documents: birth certificate, proof of residency, etc.]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for considering my application for dual citizenship. I look forward to your positive response.

Warm regards,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Date of Birth]
[Your Current Nationality]