

**\*\*Template for Extension of Stay Letter\*\***

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Immigration Office's Address]

[City, State, Zip Code]

Subject: Request for Extension of Stay

Dear [Immigration Officer's Name or "To Whom It May Concern"],

I hope this letter finds you well. I am writing to formally request an extension of my stay in the United States. My current status expires on [Current Expiration Date], and I would like to extend my stay for an additional [duration of stay requested].

**\*\*Personal Information:\*\***

- Full Name: [Your Full Name]

- Passport Number: [Your Passport Number]

- Country of Origin: [Your Country]

- Current Visa Type: [Type of Visa]

- Date of Birth: [Your Date of Birth]

- Current Address in the U.S.: [Your Current U.S. Address]

**\*\*Reason for Extension:\*\***

[Explain your reason for requesting an extension. Be specific and provide details, such as family reasons, employment opportunities, medical issues, etc.]

**\*\*Supporting Documents:\*\***

I have included the following documents to support my request:

1. [Document 1 - e.g., copy of your passport]
2. [Document 2 - e.g., proof of financial stability]
3. [Document 3 - e.g., letter from employer or school]
4. [Any additional documents]

I kindly ask for your understanding and support in this matter and hope for a positive response. Please do not hesitate to contact me if further information is required.

Thank you for your attention to my request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]