

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]
Subject: Request for EU Visa
Dear Sir/Madam,

I am writing to formally request a visa to enter [Country/Schengen Area] for the purpose of [state purpose: tourism, business, study, etc.]. I plan to travel from [start date] to [end date] and will be staying at [provide accommodation details].

I have attached all necessary documents, including:

- Completed visa application form
- Valid passport (with copies)
- Proof of travel itinerary
- Accommodation bookings
- Travel insurance
- Financial statements/proof of funds
- [Any other relevant documents]

I assure you that I will abide by the visa regulations and return to [Your Home Country] before the visa expiration.

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

Sincerely,
[Your Name]