

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Immigration Office/Consulate Name]
[Office Address]
[City, State, Zip Code]

Subject: Application for EU Citizenship

Dear [Recipient Name],

I am writing to formally submit my application for EU citizenship. My name is [Your Full Name], and I am a [Your Nationality] citizen currently residing at [Your Address].

I am applying for citizenship based on [briefly state your grounds for application, e.g., residency, descent, marriage]. I believe that obtaining EU citizenship aligns with my intentions of [explain your reasons, e.g. contributing to the community, pursuing professional opportunities, joining family, etc.].

Enclosed with this letter are the necessary documents to support my application, including:

1. [Document 1, e.g., proof of residency]
2. [Document 2, e.g., birth certificate]
3. [Document 3, e.g., marriage certificate (if applicable)]
4. [Any additional documents required]

I am grateful for your attention to my application and am hopeful for a positive outcome. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information or documentation.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]