

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

[Consulate or Embassy Name]  
[Consulate or Embassy Address]  
[City, State, ZIP Code]

Subject: Application for Family Reunion Visa

Dear Sir/Madam,

I am writing to formally apply for a Family Reunion Visa for my [relationship to the family member, e.g., spouse, child, etc.], [Full Name of Family Member], who is currently residing in [Country of Residence].

[Include a brief introduction about yourself and the family member, including relevant details such as nationality, age, and any pertinent background information. Explain the reason for the reunion and the importance of this visa application.]

I have attached the necessary documentation to support this application, including:

1. Completed Visa Application Form
2. Passport Copies
3. Proof of Relationship (e.g., marriage certificate, birth certificate)
4. Financial Support Documents
5. Evidence of Accommodation
6. Any other relevant documents

I kindly request your consideration of this application and would be grateful for any assistance you can provide in facilitating my family reunion. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]