

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

Dear Sir/Madam,

Subject: Visa Application Intention Letter

I am writing to express my intention to apply for a [Type of Visa] visa to travel to [Destination Country]. I plan to visit from [Start Date] to [End Date] for the purpose of [briefly explain the purpose of your visit, e.g., tourism, business, study, etc.].

During my stay, I intend to [outline your plans, such as places you will visit, people you will meet, events you will attend, etc.]. I believe this visit will be significant because [provide reasons for the importance of your visit].

I assure you that I will adhere to the laws and regulations of [Destination Country] and have every intention of returning to [Your Home Country] upon the completion of my visit. I have attached the necessary documents to support my application and demonstrate my ties to [Your Home Country].

Thank you for considering my application. I look forward to the opportunity to visit [Destination Country] and hope for a favorable response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]