

[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: Letter of Intent for FZ Visa Application

Dear [Consular Officer's Name],

I am writing to express my intent to apply for the FZ visa to [Country Name]. As [your reason for the visa, e.g., "a prospective student at XYZ University" or "an employee of ABC Company"], I believe this visa will allow me to [explain the purpose of your stay, e.g., "pursue my studies in engineering" or "expand our business operations"].

I intend to stay in [City/Location] from [start date] to [end date] and will comply with all regulations during my time there. [Optionally, include any relevant information about your plans, accommodations, and support during your stay.]

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]