

[Your Name]
[Your Address]
[City, Postal Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Title]
[Embassy/Consulate Name]
[Embassy/Consulate Address]
[City, Postal Code]

Dear [Recipient Name],

Subject: Application for Visa to Great Britain

I am writing to formally submit my application for a visa to visit Great Britain. I am planning to travel from [start date] to [end date] for [purpose of visit, e.g., tourism, business, family visit].

I have attached all the necessary documents to support my application, including:

1. Completed visa application form
2. Valid passport
3. Recent passport-sized photographs
4. Proof of accommodation during my stay
5. Travel itinerary
6. Financial statements
7. Employment verification letter (if applicable)

I assure you that I will comply with all immigration laws during my visit and will return to [your home country] before the visa expires.

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

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]