

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: Application for GZ Visa

Dear [Consul/Consul General's Name],

I am writing to formally apply for a GZ visa to [specific purpose of travel, e.g., attend a conference, conduct business, etc.] in [City/Country].

****Personal Information:****

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Passport Expiration Date: [Passport Expiry Date]

****Details of Stay:****

- Arrival Date: [Proposed Arrival Date]
- Departure Date: [Proposed Departure Date]
- Duration of Stay: [Total Number of Days]

****Purpose of Visit:****

[Provide a detailed description of the reason for your visit, including dates, locations, and any relevant event details.]

****Supporting Documents:****

I have enclosed the following documents to support my application:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. [Any other relevant documents, e.g., invitation letter, itinerary, etc.]

****Financial Support:****

I assure you that I have sufficient funds for my stay and can provide bank statements if required.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]