

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Office of Visa Services]  
[Department of State]  
[Address]  
[City, State, Zip Code]

Subject: Application for Diversity Visa

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally submit my application for the Diversity Visa Lottery program for the year [insert year].

I have completed all necessary forms, including [mention any specific forms you have filled out, e.g., DS-260], and have included all required documentation. My confirmation number is [insert confirmation number].

I believe my eligibility for the program is supported by [briefly mention your qualifications, e.g., country of origin, education, or work experience].

Thank you for your consideration. I look forward to your response regarding my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]