

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Consulate General of [Country]]  
[Consulate Address]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Application for Hong Kong Visa

I am writing to submit my application for a Hong Kong visa. I plan to visit Hong Kong for [insert purpose of visit, e.g., tourism, business, family visit] from [start date] to [end date].

Enclosed, please find the required documents, including:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport (valid for at least six months)
4. [Additional documents, e.g., itinerary, invitation letter, proof of accommodation]
5. [Any other relevant documents]

I kindly request your assistance in processing my visa application.

Should you require any further information or documentation, please do not hesitate to contact me at the provided email address or phone number.

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

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]