

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Hong Kong Immigration Department]
[Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Application for Hong Kong Visa

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

Please find enclosed the required documents to support my application:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Travel itinerary
5. Proof of accommodation
6. [Any other relevant documents as applicable]

I assure you that I will comply with all the laws and regulations of Hong Kong during my stay.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]