

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title/Position]
[Consulate/Embassy Name]
[Address of Consulate/Embassy]
[City, State, ZIP Code]

Dear [Recipient Name],

Subject: Application for Hong Kong Visitor Visa

I am writing to formally request a visitor visa for my upcoming trip to Hong Kong. I plan to visit from [start date] to [end date] for the purpose of [reason for visit, e.g., tourism, visiting family, attending a conference, etc.].

During my stay, I intend to [outline your itinerary, places you plan to visit, and any specific activities you will engage in]. I have attached a detailed itinerary along with my travel bookings for your reference.

I will be staying at [name of hotel or residence, including address], and I have made arrangements for my accommodation. My financial means to support my visit are in place, and I have included bank statements and proof of employment to substantiate this.

Please find the following documents enclosed with this letter:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Flight itinerary
5. Hotel booking confirmations
6. Financial documents

I assure you of my intention to comply with the laws and regulations of Hong Kong and to return to [your country] upon the completion of my visit.

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

Sincerely,

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