

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

[Consulate General of the Hong Kong Special Administrative Region]
[Consular Section Address]
[City, State, Zip Code]

Dear Consular Officer,

Subject: Visa Interview Appointment Request for [Your Name]

I am writing to formally request an appointment for a visa interview regarding my application for a [specific visa type, e.g., visitor visa] to Hong Kong. I intend to visit [purpose of visit, e.g., tourism, business] and explore opportunities [expand on purpose briefly].

My desired travel dates are from [start date] to [end date], during which I plan to [mention any planned activities or meetings]. I have attached all the necessary documentation, including my completed visa application form, proof of accommodation, financial statements, and travel itinerary. Please let me know your available timings for the interview at your earliest convenience. I appreciate your attention to this matter and look forward to your positive response.

Thank you for considering my request.

Sincerely,

[Your Name]

[Signature if sending a hard copy]