

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

Dear [Consular Officer's Name/To Whom It May Concern],

Subject: Visa Interview Appointment Confirmation

I am writing to confirm my appointment for a visa interview at the [Consulate/Embassy Name] on [Date of Interview] at [Time of Interview]. I am applying for a [type of visa] to visit Hong Kong for [purpose of visit].

Please find attached the required documents for my visa application, including:

1. Completed visa application form
2. Passport-sized photographs
3. Valid passport
4. Proof of accommodation in Hong Kong
5. Travel itinerary
6. Financial statements or sponsor letter
7. Any additional documents as required

I appreciate your attention to my application and look forward to the opportunity to discuss my case further. Please let me know if you require any more information or additional documents prior to my interview.

Thank you for your assistance.

Sincerely,

[Your Name]