

[Your Name]
[Your Address]
[City, Postal Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Immigration Department]
[Address]
[City, Postal Code]

Dear [Recipient's Name or "Sir/Madam"],
Subject: Application for [type of visa or immigration status] to Hong Kong

I am writing to formally submit my application for [specific visa or immigration status] to Hong Kong. I am excited about the opportunity to [briefly state your reason for immigration, e.g., work, study, join family].

I have attached the necessary documents as required for the application process, which include:

1. [Document 1: e.g., Passport Copy]
2. [Document 2: e.g., Employment Letter]
3. [Document 3: e.g., Proof of Financial Means]
4. [Any other necessary documents]

I believe that my skills in [your profession/field] will contribute positively to the community in Hong Kong. Furthermore, my [mention any family ties or previous visits, if applicable] adds to my motivation to make Hong Kong my new home.

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

Sincerely,
[Your Name]