

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

Dear Sir/Madam,

Subject: Application for Skilled Worker Visa

I am writing to formally apply for a Skilled Worker Visa to work and reside in Hong Kong.

My personal details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Current Occupation: [Your Current Occupation]

I have been offered a position as [Job Title] with [Company Name], located at [Company Address]. The details of my employment are as follows:

- Employment Start Date: [Start Date]
- Salary: [Salary Amount]
- Job Description: [Brief Overview of Job Responsibilities]

As a [Your Profession/Field], I possess qualifications and experience that align with the demands of this role. My educational background includes [Your Degree(s)] from [University Name] and I have [Number] years of professional experience in [Your Field/Industry].

I have enclosed the following documents in support of my application:

1. Copy of my passport
2. Job offer letter from [Company Name]
3. Copies of my academic qualifications
4. Resume/CV
5. Any additional supporting documents

I am excited about the opportunity to contribute to [Company Name] and the wider community in Hong Kong. I appreciate your consideration of my application and look forward to your positive response.

Thank you for your time and attention.

Yours sincerely,

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