

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: HN Visa Application - [Your Name]

Dear [Consulate/Embassy Officer's Name],

I am writing to formally apply for an HN visa. My name is [Your Full Name], and I am a [Your Nationality] citizen currently residing in [Your Current Country]. I am seeking this visa to [briefly state the purpose, e.g., "work in the United States as a software engineer with XYZ Company"].

In support of my application, I have enclosed the following documents:

1. Completed Form DS-160
2. Passport-sized photograph
3. Copy of my passport (valid for at least six months beyond my intended stay)
4. Employment offer letter from [Company's Name]
5. Proof of previous work experience and qualifications
6. Evidence of sufficient financial resources
7. [Any additional documents relevant to your application]

My intended start date with [Company's Name] is [Date], and my role will involve [briefly describe your job responsibilities]. This opportunity aligns perfectly with my skills and previous experience in [Your Field/Industry].

I understand the importance of complying with all U.S. immigration laws and assure you that I will adhere to the regulations during my stay.

Thank you for considering my application. I look forward to the possibility of contributing to [Company's Name] and experiencing the cultural richness of the United States.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you need any further information or clarification regarding my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]

[Your Job Title] (if applicable)