

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

[Date]  
[Recipient's Name]  
[Department/Agency Name]  
[Address]

[City, State, Zip Code]  
Subject: HX Visa Application

Dear [Recipient's Name],

I am writing to formally apply for an HX visa. I am [briefly introduce yourself and state your purpose for the visa].

[Outline your reasons for the visa application, including any relevant details about your background, purpose of travel, and plans in the destination country.]

[Include any supporting information or documentation that may strengthen your application, such as employment verification, financial support, or travel itinerary.]

I appreciate your consideration of my application. Should you need any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to my application.

Sincerely,

[Your Signature (if sending a hardcopy)]  
[Your Printed Name]