

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

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

Subject: Application for HX Visa

Dear [Consulate/Embassy Official's Name],

I am writing to formally apply for an HX Visa to [mention purpose: work, study, etc.] in [Country/City] for [duration]. I have provided all the required documents along with this letter for your consideration.

[Paragraph about your background, qualifications, and reason for applying.]

[Explain your plans while in the country, including any relevant details about your accommodation, financial status, etc.]

I assure you of my adherence to all local laws and regulations during my stay. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]