

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

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

Subject: HX Visa Endorsement Letter

Dear [Consulate/Embassy Officer's Name],

I am writing to formally request the endorsement of my HX visa application. My name is [Your Full Name], and my application number is [Application Number]. I am currently in the process of [brief description of your current situation, e.g., studying, working] and require the HX visa to [specific purpose of the visa, e.g., continue my education, internship, etc.].

I have attached all necessary documents, including [list of documents, e.g., proof of acceptance, financial statements, etc.]. I appreciate your consideration of my application and look forward to your positive response.

Thank you for your time and support.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position/Role, if applicable]
[Your Institution/Company, if applicable]