

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

U.S. Department of State  
[Consulate or Embassy Address]  
[City, Country, Zip Code]

Subject: Request for Visitor Visa

Dear [Consular Officer's Name or "Visa Officer"],  
I am writing to formally request a visitor visa (B-2) to the United States. My name is [Your Full Name], and I am a citizen of [Your Country]. I plan to visit the U.S. from [Start Date] to [End Date] to [briefly explain the purpose of your visit, e.g., tourism, visiting family or friends, medical treatment].

During my stay, I will be staying at [Hotel/Family Friend's Address] and I have enclosed a copy of my itinerary, which includes details of my travel arrangements and accommodations.

I assure you that I will return to [Your Country] after my visit, as I have [mention ties to your home country, like family, job, property, etc.]. I have attached relevant documents to support my application, including [list any documents, e.g., financial statements, employment verification, invitation letter, etc.].

Thank you for considering my application. I look forward to the opportunity to visit the United States.

Sincerely,

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