

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

[Recipient's Name]
[Recipient's Title]
[U.S. Citizenship and Immigration Services]
[Office Address]
[City, State, Zip Code]

Subject: Petition for Immigration of [Parent's Full Name]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally petition for the immigration of my parent, [Parent's Full Name], who resides at [Parent's Address].

[In this paragraph, provide a brief introduction of yourself, your relationship to your parent, and any pertinent personal information such as your immigration status, employment, and reasons for the petition.]

[In this paragraph, detail the circumstances surrounding your parent's immigration status, including any hardships or challenges they are facing in their current country, and why it is essential for them to immigrate to the United States.]

[In this paragraph, mention any supporting documents you are including with this letter, such as proof of relationship, financial support, or any other evidence that will strengthen the petition.]

I respectfully request your consideration of this petition for the immigration of my parent, [Parent's Full Name]. Thank you for your time and attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]