

[Your Name]

[Your Address]

[City, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Consulate/Embassy Name]

[Consulate/Embassy Address]

[City, Zip Code]

Dear Sir/Madam,

Subject: Application for Japan Visa

I am writing to apply for a [type of visa, e.g., tourist/business/student] visa to visit Japan. My planned travel dates are from [start date] to [end date]. The purpose of my trip is [briefly explain the purpose of visit, e.g., tourism, attending a business meeting, studying, etc.].

I am a [your occupation] and currently residing in [your country]. I have attached all the necessary documents, including:

- Completed visa application form
- Passport-sized photographs
- Copy of my passport
- Travel itinerary
- Proof of accommodation
- Financial statements demonstrating my ability to support myself during my stay
- [Any additional documents as required]

I assure you that I will comply with all the rules and regulations during my visit and will return to [your home country] before the visa expires. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if submitting a hard copy)]

[Your Name]