

[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 Italian Visa

Dear Sir/Madam,

I am writing to apply for an Italian visa to [specify purpose: tourism, business, study, etc.]. I plan to visit Italy from [start date] to [end date], and I am eager to experience [mention places/activities you plan to engage in].

I have attached the following documents to support my application:

1. Completed visa application form
2. Valid passport (with at least six months validity)
3. Recent passport-sized photographs
4. Proof of accommodation (hotel reservations)
5. Travel itinerary
6. Proof of financial means (bank statements)
7. Travel insurance

I assure you that I will comply with all Italian laws and regulations during my stay. Thank you for considering my application. I hope to receive a favorable response soon.

Sincerely,  
[Your Name]