

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Consulate General of Japan]
[Consulate Address]
[City, State, ZIP Code]

Dear Sir/Madam,

Subject: Application for Japan Visa

I am writing to formally apply for a visa to visit Japan for [purpose of visit, e.g., tourism, business, study] from [start date] to [end date]. I plan to stay in Japan for [number of days] and will be visiting [mention places/regions you plan to visit].

I have enclosed the following documents to support my visa application:

1. Completed visa application form
2. Passport-sized photographs
3. A valid passport (with a photocopy)
4. Flight itinerary
5. Hotel reservation details
6. Proof of financial means
7. [Any additional documents required]

I am excited about the opportunity to experience Japanese culture and [mention any specific reasons for your visit]. I assure you that I will adhere to the laws of Japan and return to my home country before the visa expires.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]