

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

The Embassy of Japan
[Embassy Address]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Japan Visa Application

I am writing to formally apply for a [type of visa] to visit Japan for [purpose of visit, e.g., tourism, business, study, etc.]. I plan to visit from [start date] to [end date] and would like to provide the necessary documents for my visa application.

During my stay in Japan, I intend to visit [list major places or activities planned] and immerse myself in the local culture. My itinerary is as follows:

- [Date] - [Activity/Location]
- [Date] - [Activity/Location]
- [Date] - [Activity/Location]

I am a [your profession or status] currently residing in [your country]. To support my application, I have enclosed the following documents:

1. Completed visa application form
2. Passport-sized photos
3. Copy of my valid passport
4. Proof of accommodation (e.g., hotel reservation)
5. Flight itinerary
6. Financial statements or proof of sufficient funds
7. [Any other required documents]

I assure you that I will comply with the laws and regulations of Japan during my stay.

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

Yours sincerely,

[Your Name]