

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: JW Visa Procedure Application

Dear Sir/Madam,

I am writing to formally submit my application for a JW Visa in accordance with the guidelines set forth for the exchange visitor program.

****Personal Information:****

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]

****Program Information:****

- Host Organization: [Name of Host Organization]
- Program Start Date: [Start Date]
- Program End Date: [End Date]

I have enclosed the required documents for your review, including:

1. Completed JW Visa application form
2. Valid passport copy
3. DS-2019 form
4. Financial support documents
5. [Additional documents as required]

I confirm that I have read and understood the responsibilities and requirements associated with the JW Visa program. If any further information or documentation is needed, please do not hesitate to contact me.

Thank you for your attention to my application. I look forward to your favorable response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]