

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

KLM Royal Dutch Airlines

[Address of KLM Office]  
[City, State, Zip Code]

Subject: Visa Application for [Your Travel Destination]

Dear Sir/Madam,

I am writing to formally apply for a visa to travel to [Destination Country] for the purpose of [Reason for Travel, e.g., tourism, business, education] from [Start Date] to [End Date]. My flight to [Destination] is booked with KLM, departing from [Departure City] on [Flight Date].

I have attached the required documents, including my itinerary, proof of accommodation, financial statements, and any other necessary information to support my application.

Thank you for considering my request. I look forward to your favorable response.

Sincerely,

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