

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

Consulate General of the Republic of Korea

[Consulate Address]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Request for Korean Visa

I am writing to formally request a visa to visit South Korea for
[duration of stay, e.g., two weeks] from [start date] to [end date]. The
purpose of my visit is [explain purpose, e.g., tourism, business, family
visit, etc.].

I have attached all the necessary documents, including my passport,
completed visa application form, photographs, travel itinerary, proof of
accommodation, and any supporting materials that may be required.

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

Sincerely,

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