

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Korean Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Dear Sir/Madam,

I am writing to apply for a [type of visa, e.g., tourist visa] to visit South Korea. My planned travel dates are from [start date] to [end date], during which I intend to [briefly explain purpose of visit, e.g., sightseeing, visiting family, business meetings].

I have attached all the required documents, including:

1. [Document 1, e.g., passport copy]
2. [Document 2, e.g., completed visa application form]
3. [Document 3, e.g., proof of accommodation]
4. [Document 4, e.g., travel itinerary]
5. [Any other necessary documents]

I assure you that I will comply with all the regulations during my stay in South Korea and will return to [your home country] before the expiration of my visa.

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

Sincerely,
[Your Name]