

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[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, work visa] to South Korea. My name is [Your Name], and I am a [Your Nationality] citizen currently residing in [Your Current City/Country]. I plan to visit South Korea from [start date] to [end date] for [brief purpose of the visit].

I have attached the necessary documents to support my application, including:

1. Completed visa application form
2. Passport-size photographs
3. A copy of my passport
4. Travel itinerary
5. Proof of accommodation
6. Financial statements
7. Any additional documents required

I will ensure that I adhere to all the rules and regulations during my stay in South Korea and will return to [Your Home Country] upon the completion of my visit.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]