

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

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

Dear Visa Officer,

Subject: Application for Korean Visa

I am writing to formally apply for a visa to South Korea for [purpose of visit, e.g., tourism, business, study]. I plan to visit from [start date] to [end date].

In support of my application, I have included the following documents:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Proof of accommodation
5. Flight itinerary
6. Financial documents
7. [Any other relevant documents]

I assure you that I will comply with the laws and regulations of South Korea during my stay. Thank you for considering my application.

Sincerely,

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