

[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,

I am writing to apply for a visa to Korea for [briefly state the purpose of your visit, e.g., tourism, business, study]. My planned travel dates are from [start date] to [end date], and I am excited about the opportunity to experience [mention specific interests related to your travel, e.g., the culture, business opportunities, educational programs]. I have included the necessary documentation, which comprises:

1. Completed visa application form
2. Passport-sized photographs
3. A copy of my passport
4. Travel itinerary
5. Accommodation details
6. Proof of financial stability
7. [Any other relevant documents]

I assure you that I will adhere to all regulations during my stay and will return to [your home country] before the visa expiration date. Thank you for considering my application. I look forward to your kind assistance.

Sincerely,
[Your Name]