

[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 visa to visit South Korea from [start date] to [end date]. The purpose of my trip is [state the purpose, e.g., tourism, business, study, visiting family, etc.]. During my stay, I plan to visit [mention specific places or cities you intend to visit].

I am currently [your occupation or status, e.g., a student, employed at XYZ Company, etc.], and I have [mention any relevant ties to your home country, such as family, job, or property]. I assure you that I will return to [your home country] upon the completion of my visit.

Enclosed with this letter are the following documents to support my visa application:

- Completed visa application form
- Passport-sized photographs
- A copy of my passport
- Proof of accommodation
- Flight itinerary
- Financial statements
- Any additional documents as required

Thank you for considering my visa application. I look forward to the opportunity to visit South Korea.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]