

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Consulate General of Korea]  
[Address of the Consulate]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Application for Korea Travel Visa

I am writing to formally request a travel visa to visit Korea from [start date] to [end date]. The purpose of my visit is [state purpose, e.g., tourism, business, study, etc.].

I plan to stay at [name of hotel or accommodation] located at [address of hotel/accommodation]. During my trip, I intend to visit various places, including [list major attractions or cities you intend to visit].

I have attached the required documents, including:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Flight itinerary
5. Proof of accommodation
6. Financial statements or proof of funds
7. Travel insurance

I assure you that I will respect the laws and regulations of Korea during my stay 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 Signature (if sending a hard copy)]  
[Your Printed Name]