

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Department Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally submit my application for the [specific program or position] under the LN (Lawful Nonimmigrant) category.

Enclosed with this letter, you will find the following documents:

1. Completed application form
2. Copy of my passport
3. [List any additional documents required]

I appreciate your consideration of my application. If you require any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter. I look forward to your positive response.

Sincerely,
[Your Name]