

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

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

Subject: Application for Visa to Mexico

Dear Sir/Madam,

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

Attached are the required documents:

1. Completed Visa Application Form
2. Valid Passport (and copies)
3. Recent Passport-sized Photograph
4. Proof of Financial Means (bank statements, etc.)
5. Travel Itinerary (flight and accommodation bookings)
6. [Any additional documents required]

Please let me know if you need any more information or further documentation. I appreciate your time and assistance in processing my application.

Thank you.

Sincerely,

[Your Name]