

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

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

Dear [Consulate/Embassy Official's Name],

Subject: Application for Temporary Resident Status in Mexico

I am writing to formally submit my application for temporary resident status in Mexico. I am currently [briefly explain your current situation, e.g., a student, employee, or business owner], and I wish to [state your purpose for residing in Mexico, e.g., work, study, or join family].

I have enclosed all necessary documents to support my application, including:

- Completed application form
- Valid passport
- Proof of financial stability
- [Any additional documents, e.g., employment letter, enrollment confirmation]

My anticipated move date is [provide date], and I plan to reside in [specific city or area].

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]