

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Mexican Consulate or Embassy Name]  
[Address]  
[City, State, Zip Code]  
Subject: Application for Mexican Residency

Dear Sir/Madam,

I am writing to formally apply for residency in Mexico. I am [briefly introduce yourself: nationality, current occupation, etc.].

My reasons for seeking residency include [state your reasons: work, family ties, retirement, etc.]. I have been living in Mexico for [duration] and have developed a deep appreciation for the culture and community.

I have attached all necessary documents as per the requirements, which include [list documents: proof of income, passport copies, etc.].

I respectfully request your consideration of my application and look forward to any further steps required in the process.

Thank you for your attention to my application.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]