

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

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

Subject: Family Reunification Application for [Family Member's Name]

Dear [Consulate/Embassy Official's Name],

I hope this letter finds you well. I am writing to formally request a family reunification application for my [relationship, e.g., spouse, child, parent], [Family Member's Name], who is currently residing in [City, State, Country].

[Briefly describe your relationship with the family member and the reason for the reunification application. Include any relevant details such as time spent apart, significant milestones, and emotional impact.]

I have gathered the necessary documentation to support this application, including:

1. [List of documents, e.g., birth certificates, marriage certificate, proof of residence, etc.]
2. [Additional documents, if any]

We kindly ask for your assistance in facilitating this process, as our time apart has been challenging for our family. Reuniting with [Family Member's Name] is of utmost importance to us, and we believe it will positively impact our lives.

Thank you for considering our application. We look forward to your positive response.

Sincerely,

[Your Name]
[Your Contact Number]
[Your Signature (if sending by mail)]