

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

[Recipient Name]
[Title]
[Company/Organization Name]
[Address]
[City, State, ZIP Code]

Subject: Letter of Intent for MX Entry Permit

Dear [Recipient Name],

I am writing to express my intent to apply for the MX entry permit for [reason for entry, e.g., business, study, etc.]. My name is [Your Name], and I am [a brief introduction about yourself and your qualifications]. The purpose of my visit to Mexico is [details about your trip and relevance to your business or personal interest]. I believe that obtaining this entry permit will allow me to [specific goals you aim to achieve during your stay].

Please find attached documents supporting my application, including [list of attached documents, e.g., passport copy, financial statements, invitation letter, etc.]. I am committed to complying with all regulations and requirements set forth by the Mexican government.

Thank you for considering my intent to apply for the MX entry permit. I look forward to your response and am eager to provide any further information needed.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Company/Organization, if applicable]