

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

Dear Sir/Madam,

I am writing to formally apply for a MX Visa to [reason for traveling, e.g., work, study, tourism] in Mexico.

My personal details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Duration of Stay: [Intended duration of stay]

I intend to travel to Mexico from [start date] to [end date] and will be residing at [address in Mexico, if applicable].

Enclosed with this letter are the required documents for my application, including:

- Completed visa application form
- Passport-sized photographs
- Copy of my passport
- Proof of financial means
- [Any other supporting documents relevant to your application]

I respectfully request the issuance of the MX Visa to facilitate my travel plans. Thank you for considering my application. I look forward to your prompt response.

Sincerely,  
[Your Name]