

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

National Visa Center
31 Rochester Ave. Suite 200
Portsmouth, NH 03801-2909

Subject: Confirmation of Visa Application - [Your Case Number]

Dear National Visa Center,

I hope this letter finds you well. I am writing to confirm the receipt of my visa application submitted for [type of visa] under case number [Your Case Number].

I appreciate your assistance in processing my application and would like to ensure that all necessary documents have been received. Please let me know if any further information or documentation is required from my side to expedite the process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]