

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

New Zealand Immigration  
[Immigration Office Address]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Application for Visitor Visa

I am writing to apply for a visitor visa to New Zealand for [mention duration, e.g., two weeks] from [start date] to [end date]. The purpose of my visit is to [briefly explain the purpose, e.g., tourism, visiting family, etc.].

I plan to visit [list main places you intend to visit], and I am excited to experience the unique culture and natural beauty of New Zealand. I have made arrangements for my accommodation at [name and address of accommodation], and I will have sufficient funds to support myself during my stay.

Enclosed with this letter are the required documents, including:

1. Completed visa application form
2. Passport copy
3. Recent passport-sized photographs
4. Proof of funds (bank statements)
5. Travel itinerary
6. [Any other relevant documents]

Thank you for considering my application. I am looking forward to the opportunity to visit your beautiful country.

Sincerely,  
[Your Name]