

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

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

Dear Sir/Madam,

Subject: Application for [Type of Visa]

I am writing to formally apply for a [Type of Visa] visa to New Zealand.  
My name is [Your Full Name], and I am a [Your Nationality] citizen  
currently residing in [Your Current Country].

I wish to visit/relocate to New Zealand for [state purpose: tourism,  
work, study, etc.], starting from [proposed start date] to [proposed end  
date] for the duration of [duration].

[Provide a brief introduction about yourself, including your background  
and why you wish to visit or stay in New Zealand.]

In support of my application, I have enclosed the following documents:

1. [Document 1: e.g., Passport copy]
2. [Document 2: e.g., Proof of funds]
3. [Document 3: e.g., Travel itinerary]
4. [Document 4: e.g., Employment confirmation letter]
5. [Any additional documents relevant to your application]

I am committed to adhering to all the rules and regulations set forth by  
Immigration New Zealand, and I appreciate your consideration of my visa  
application.

Thank you for your attention. I look forward to your response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]