

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Immigration New Zealand Address]

[City, State, ZIP Code]

Subject: Application for New Zealand Visa

Dear Sir/Madam,

I am writing to formally apply for a [specify type of visa, e.g., Visitor Visa, Student Visa, Work Visa] to visit/study/work in New Zealand. I am [briefly explain your purpose for the visit, e.g., tourism, education, employment].

My itinerary is as follows:

- ****Duration of stay****: [insert dates]
- ****Purpose of visit****: [explain briefly]
- ****Accommodation arrangements****: [provide details]

I have attached all necessary documents to support my application, including:

1. Completed visa application form
2. Passport copy
3. Financial statements
4. [List any other relevant documents]

I appreciate your consideration of my application and look forward to a favorable response.

Thank you for your time.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]