

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

[Recipient Name]
[Embassy or Consulate Name]
[Address]
[City, State, Zip Code]

Subject: Application for New Zealand Tourist Visa

Dear [Recipient Name or "Visa Officer"],

I am writing to apply for a tourist visa to visit New Zealand. I plan to visit from [Start Date] to [End Date], during which I intend to explore [Briefly mention places you plan to visit or activities you want to do]. I am currently employed at [Your Employer/School] in [Your City/Country], and I have attached proof of my employment and financial stability. My planned itinerary includes [Outline your travel plans, accommodations, and any existing bookings].

I assure you that I will abide by all the regulations governing tourist visits in New Zealand and will return to [Your Country] after my visit. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]

[Signature if sending a hard copy]