

[Your Name]
[Your Address]
[City, Postal Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Immigration New Zealand]
[Office Address]
[City, Postal Code]

Dear [Recipient Name/Immigration Officer],
Subject: Application for Visitor Visa

I am writing to formally apply for a Visitor Visa to New Zealand. My intended travel dates are from [Start Date] to [End Date]. The purpose of my visit is to [explain purpose, e.g., tourism, visiting family/friends, attending an event].

I will be staying at [Accommodation details, e.g., hotel name and address or host details]. Throughout my stay, I will ensure that I have sufficient funds to cover my expenses. Attached to this letter are the necessary documents that support my application, including:

1. Completed Visitor Visa Application Form
2. A valid passport (with photocopy)
3. Evidence of funds (bank statements)
4. Travel itinerary (flights and accommodation)
5. Invitation letter (if applicable)
6. Travel insurance details

I am fully aware of the conditions of a Visitor Visa and assure you that I will comply with all New Zealand immigration regulations.

Thank you for considering my application. I look forward to your positive response.

Yours sincerely,
[Your Name]