

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

Dear Visa Officer,

Subject: Visitor Visa Application for New Zealand

I, [Your Name], am writing to apply for a Visitor Visa to New Zealand for the purpose of [brief reason for visit, e.g., tourism, visiting family/friends, etc.]. I plan to travel from [start date] to [end date] and will be visiting [cities or places you plan to visit].

I am currently employed at [Your Employer's Name] as a [Your Job Title] and have been in this position for [duration]. I have attached a letter from my employer confirming my leave and my intention to return to my job after my visit.

During my stay in New Zealand, I will be residing at [place of accommodation, e.g., hotel name or address], and I have sufficient funds to cover my travel expenses, including accommodation, food, and activities. Attached are my bank statements and proof of my financial status.

I assure you that I will abide by the immigration laws of New Zealand and return to [Your Home Country] before the expiration of my visa.

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

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]