

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

Dear Sir/Madam,

Subject: Visa Application Cover Letter

I am writing to support my application for a [type of visa] to [country] for the purpose of [reason for travel, e.g., tourism, business, family visit, etc.]. My intended travel dates are from [start date] to [end date].

I am a [your occupation] and currently employed at [your employer or company name]. I have attached copies of my employment letter, bank statements, and my travel itinerary to provide further information about my travel plans and financial means.

During my stay in [country], I plan to [briefly outline your itinerary and plans]. I assure you that I will comply with all immigration laws and regulations, and I intend to return to [your country] after my visit.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]