

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Organization/Department Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Application for Permanent Residency

I am writing to formally submit my application for permanent residency in [Country/Region]. I am seeking this status to [briefly state reason, e.g., pursue career opportunities, reunite with family, etc.].

[Paragraph 1: Introduce yourself and provide background information relevant to your application. Include details such as your current status, accomplishments, and reasons for seeking PR.]

[Paragraph 2: Explain your immigration history and any previous applications or permits. Highlight compliance with all rules and regulations during your stay.]

[Paragraph 3: Discuss your ties to the community, including any family, social, or employment connections. Emphasize your commitment to contributing positively to society.]

[Paragraph 4: State your understanding of the responsibilities and privileges of being a permanent resident. Indicate your readiness to embrace and comply with these.]

[Paragraph 5: Summarize your application and express gratitude for the consideration. Offer to provide further information if needed.]

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]