

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

[Immigration Authority's Name]  
[Immigration Authority's Address]  
[City, State, Zip Code]

Dear [Immigration Authority's Name],

Subject: Application for Permanent Residency

I am writing to formally submit my application for permanent residency in [Country Name].

I am a [your nationality] citizen, currently residing in [current location], and I seek to make [Country Name] my permanent home.

I have attached all the required documents, including:

1. Completed application forms
2. Proof of identity
3. Financial statements
4. Employment records
5. [Any other relevant documents]

I believe I meet the eligibility requirements for permanent residency based on [provide brief reasons, e.g., work, family sponsorship, etc.].

Thank you for considering my application. I look forward to the opportunity to contribute positively to [Country Name].

Sincerely,  
[Your Name]