

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

[Recipient's Name]
[Recipient's Title]
[Department/Organization Name]
[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] as per the guidelines outlined in [specific regulations/laws].

[Introduce yourself briefly, including your current status, background, and reasons for applying.]

[Provide details about your qualifications, work experience, or skills that support your application.]

[Discuss your contributions to the community or country and any relevant ties you may have.]

I have attached all necessary documents to support my application, including [list any documents such as passport copies, identification, employment letters, etc.].

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]