

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

[Recipient's Name]
[Recipient's Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Subject: PZ Visa Confirmation Letter

Dear [Recipient's Name],

I am writing to confirm the details of my PZ visa application submitted on [Application Date]. Below are the pertinent details related to my application:

- Applicant's Full Name: [Your Full Name]
- Passport Number: [Your Passport Number]
- Application Reference Number: [Your Application Reference Number]
- Date of Submission: [Submission Date]
- Visa Type: PZ Visa
- Intended Travel Dates: [Start Date] to [End Date]

I appreciate your assistance in processing my application and look forward to your prompt confirmation of my visa status. Should you require any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]