

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]

[Phone Number]

[Date]

[Embassy/Consulate Name]

[Embassy/Consulate Address]

[City, State, Zip Code]

Subject: Visa Application

Dear [Recipient's Name/Consular Officer],

I am writing to apply for a visa to visit Russia. My purpose of travel is [state the purpose: tourism, business, study, etc.]. I plan to visit from [start date] to [end date] and will be based in [city/cities you will visit].

I have enclosed the required documents, including my passport, completed visa application form, financial statements, travel itinerary, and proof of accommodation. I assure you that I will comply with all the laws and regulations during my stay in Russia.

Please let me know if you need any additional information or documentation.

Thank you for considering my application.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]