

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

Consulate-General of Singapore

[Consulate Address]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Request for Singapore Visa

I am writing to formally request a visa to visit Singapore for [duration of stay] from [start date] to [end date]. The purpose of my visit is to [state purpose, e.g., tourism, business, family visit].

I have attached the necessary documents to support my application, including:

1. Completed visa application form
2. Passport copy
3. Recent passport-sized photographs
4. Travel itinerary
5. Proof of accommodation
6. Financial statements
7. [Any other relevant documents]

I understand the importance of adhering to all immigration regulations and assure you that I will comply with the laws during my stay in Singapore.

Please let me know if you require any additional information or documentation to facilitate my request.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]