

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, ZIP Code]

Subject: Visa Application Cover Letter

Dear Sir/Madam,

I am writing to submit my application for a [type of visa] visa for my upcoming trip to Austria and Switzerland. I plan to visit from [start date] to [end date] for [purpose of visit, e.g., tourism, business meetings, etc.].

The details of my travel itinerary are as follows:

- Arrival in Austria on [date]
- Stay in Austria for [number of days]
- Departure to Switzerland on [date]
- Stay in Switzerland for [number of days]
- Return to [home country] on [date]

During my stay, I will be residing at [hotel/hostel name and address] in Austria and [hotel/hostel name and address] in Switzerland. I have attached all necessary documentation, including my itinerary, proof of accommodation, travel insurance, and financial statements to demonstrate my ability to support myself during the trip.

I assure you that I will comply with all visa regulations and return to [home country] before the expiration of my visa.

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

Sincerely,
[Your Name]