[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Visa Processing Office]
[Office Address]
[City, State, Zip Code]

Dear [Recipient Name or "Visa Officer"],

Subject: Application for Spouse Visa - [Your Spouse's Full Name]

I am writing to formally submit my application for a spouse visa for my husband/wife, [Your Spouse's Full Name], who is currently residing in [Country]. We are eager to be reunited and begin our life together in [Destination Country].

Relationship Overview

We met in [Year] and our relationship has grown steadily since then. We got married on [Wedding Date] in [Location of Wedding]. Enclosed are copies of our marriage certificate and photographs from our wedding and other significant moments in our relationship demonstrating our commitment to each other.

Personal Circumstances

I am currently residing in [Your Country] and working as [Your Job Title] with [Your Employer]. My work supports us financially, ensuring that we can meet the living requirements in [Destination Country]. [Add any additional personal circumstances that may strengthen your application, such as mutual plans for the future, joint financial responsibilities, or any children from the relationship.]

Supporting Documents

Please find attached the necessary documentation to support our application, including:

1. Completed visa application form
2. Passport-sized photographs of [Your Spouse's Name]
3. Copy of [Your Spouse's] passport
4. Marriage certificate
5. Evidence of relationship (photos, messages, call logs)
6. Financial documentation (income statements, bank statements)
7. Proof of residency in [Destination Country] (rental agreement, utility bills)

Conclusion

We respectfully request that you consider our application as we wish to establish our life together in [Destination Country]. Thank you for your attention to our case. Should you require any further information, please do not hesitate to contact me.

Warm regards,

[Your Signature (if sending a hard copy)]
[Your Printed Name]