

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

[Recipient's Name]
[Recipient's Title/Department]
[Immigration Office/Consulate Name]
[Office Address]
[City, State, Zip Code]

Subject: Documentation for Spouse Visa Application

Dear [Recipient's Name],

I am writing to submit the required documentation for my spouse visa application on behalf of my [husband/wife], [Spouse's Full Name]. Below is the list of documents included in this submission:

1. Marriage Certificate
2. Copy of Passports (yours and your spouse's)
3. Proof of Relationship (photos, travel records, communication logs)
4. Financial Evidence (bank statements, pay stubs)
5. Affidavit of Support
6. Evidence of Co-habitation (lease agreements, utility bills)
7. [Any additional documents]

Please let me know if you require further information or additional documents to support our application.

Thank you for your attention to this matter.

Sincerely,

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