

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

U.S. Citizenship and Immigration Services
[USCIS Address]

Subject: Application for TK Visa

Dear Sir/Madam,

I am writing to apply for the TK Visa on behalf of [Beneficiary's Name], who is seeking to come to the United States.

[Insert brief introduction about the beneficiary, including their relationship to you and purpose of their visit.]

The following documents are included with this application:

1. Completed Form I-129
2. Copy of valid passport
3. [Other supporting documents]

This visa will allow [Beneficiary's Name] to [specific activities or reasons for traveling].

Thank you for considering this application. Please feel free to contact me if you require any additional information.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]