

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

To Whom It May Concern,

Subject: Application for UAE Visit Visa

Dear Sir/Madam,

I am writing to formally apply for a visit visa to the United Arab Emirates. I plan to visit the UAE from [start date] to [end date] for [purpose of visit, e.g., tourism, visiting family, business meetings]. I am currently employed at [Your Company/Organization] as a [Your Job Title]. I have attached the necessary documents, including my passport copy, photographs, proof of employment, and travel itinerary, for your review.

I assure you that I will adhere to the laws and regulations of the UAE during my visit and return to [Your Home Country] before the visa expiration.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]