

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

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

Dear Sir/Madam,

Subject: Application for U.S. Visa

I am writing to formally submit my application for a [type of visa, e.g., B1/B2 tourist visa] to visit the United States. I plan to travel to [intended destination(s)] from [start date] to [end date].

[Briefly explain the purpose of the trip, any relevant details about your itinerary, and your ties to your home country.]

I have attached all necessary documents, including:

1. Completed visa application form (DS-160)
2. Passport-size photographs
3. Proof of financial means
4. Travel itinerary
5. Any additional supporting documents

Please let me know if you require any further information or documentation. Thank you for considering my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]