

[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,

I hope this letter finds you well. I am writing to schedule an interview for my US visa application (Application Reference Number: [Your Reference Number]).

I would appreciate any available dates and times for the interview.

Please let me know if any additional information is required.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]