

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

U.S. Department of State
[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: Appeal for Visa Appointment Denial/Rescheduling

Dear [Consulate Officer's Name or "To Whom It May Concern"],

I hope this letter finds you well. I am writing to formally appeal the decision regarding my visa appointment [insert reference number if applicable] scheduled for [insert original appointment date].

[Briefly explain the circumstances leading to the visa appointment appeal. Include specifics such as reasons for the denial or the need for rescheduling. Be concise and factual.]

I respectfully request your reconsideration of my case based on the following points:

1. [Point 1: Explain your reason or fact, attach documents if necessary.]
2. [Point 2: Elaborate further with supporting evidence or new information, if applicable.]
3. [Point 3: Offer any other relevant details that may assist in your appeal.]

I understand and appreciate the complex nature of visa processing, and I want to express my gratitude for your time and attention to this matter. I am hopeful that you will consider my appeal favorably and grant me the opportunity to [explain your intended outcome, e.g., reschedule the appointment or re-evaluate the visa application].

Thank you for your consideration. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Visa Application Number (if applicable)]