

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

[Recipient's Name]
[Visa Application Office/Consulate/Embassy Name]
[Office Address]
[City, State, Zip Code]

Subject: Addressing Discrepancies in VK Visa Application

Dear [Recipient's Name],

I hope this message finds you well. I am writing to address some discrepancies noted in my VK visa application submitted on [submission date], under application number [application number].

Upon reviewing the application, I found that [briefly describe the discrepancies, e.g., "the name listed on my passport differs from the one provided in my application" or "the financial documents submitted did not reflect the correct account balance"].

To rectify these discrepancies, I have attached [list any supporting documents or evidence you are including, e.g., "my updated financial statements", "a copy of my passport", etc.].

I kindly request your assistance in reviewing these documents and updating my application accordingly. I appreciate your time and understanding, and I look forward to your prompt response to resolve this matter.

Thank you for your attention to this issue.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]