

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

Vietnam Embassy

[Embassy Address]  
[City, State, Zip Code]

Subject: Application for Vietnam e-Visa

Dear Sir/Madam,

I am writing to formally apply for an e-Visa to enter Vietnam for tourism purposes. Below are my details for the application:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Date of Passport Issue: [Passport Issue Date]
- Date of Passport Expiry: [Passport Expiry Date]
- Duration of Stay: [Number of Days]
- Arrival Date: [Expected Arrival Date]
- Departure Date: [Expected Departure Date]

I have attached all required documents, including a scanned copy of my passport, passport-sized photo, and any other necessary documentation.

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

Sincerely,

[Your Name]