

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

[Visa Office/Consulate Name]
[Address of the Visa Office/Consulate]
[City, State, Zip Code]

Subject: Visa Refusal Notification

Dear [Applicant's Name],

We regret to inform you that your application for a Vietnam visa submitted on [Application Date] has been denied.

The reasons for the refusal are as follows:

1. [Reason 1: e.g., insufficient documentation]
2. [Reason 2: e.g., failed to meet eligibility criteria]
3. [Reason 3: e.g., previous immigration violations]

You may wish to address these issues and reapply or consider alternative options. Please note that the decision to refuse your visa is final; however, you can appeal the decision by providing additional documentation or clarification regarding your application.

Thank you for your understanding.

Sincerely,

[Your Signature]
[Your Name]
[Your Title/Position]
[Organization/Department Name, if applicable]