

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

[Recipient's Name]
[Recipient's Title]
[Department Name]
[Organization/Institution Name]
[Address]

[City, State, Zip Code]

Subject: Application for Permanent Residency (VZ Visa)

Dear [Recipient's Name],

I am writing to formally apply for permanent residency in [Country Name] under the VZ visa program. I believe I meet all eligibility criteria and have included the necessary documentation to support my application.

****Personal Information:****

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Current Status: [Your Current Status in the Country]

****Purpose of Application:****

I wish to obtain permanent residency due to [briefly state your reasons, e.g., family reunification, employment opportunities, etc.].

****Supporting Documents:****

1. Completed application form
2. Valid passport
3. Birth certificate
4. Evidence of employment or financial support
5. [Any other relevant documents]

I appreciate your time and consideration of my application. Please feel free to contact me at [your phone number] or [your email address] should you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title (if applicable)]