

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to apply for the Vermont visa. I am pleased to submit the necessary documents and evidence to support my application.

[Briefly state your purpose for the visa application and any relevant details or context.]

Enclosed please find the following documents:

1. [Document 1]
2. [Document 2]
3. [Document 3]

I appreciate your consideration and look forward to your favorable response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]