

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

[Embassy/Consulate Name]
[Embassy/Consulate Address]
[City, State, Zip Code]

Subject: Application for Tourist Visa

Dear [Consul/Embassy Official's Name],

I am writing to apply for a tourist visa to visit [Country Name] from [Start Date] to [End Date]. My purpose of travel is to [briefly state purpose, e.g., explore the cultural landmarks, enjoy the local cuisine, etc.].

During my stay, I intend to visit [list a few places you plan to visit], and I have made arrangements for accommodation at [Hotel Name/Address] from [Check-in Date] to [Check-out Date].

I have attached the required documents, including:

1. Completed visa application form
2. Passport-sized photographs
3. Passport (valid for at least 6 months from the date of entry)
4. Proof of accommodation
5. Travel itinerary
6. Financial statements/bank statements
7. Travel insurance

I assure you that I will respect the laws of [Country Name] and return to [Your Home Country] before the expiration of my visa.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if submitting a hard copy)]

[Your Printed Name]