

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

[Recipient's Name]  
[Title/Position]  
[Organization/Company Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Clarification Regarding VZ Visa Application

I hope this letter finds you well. I am writing to seek clarification regarding my VZ visa application submitted on [date of application].

I would like to clarify the following points:

1. [Specific point or section needing clarification]
2. [Another point, if applicable]
3. [Additional details, if necessary]

I appreciate your assistance in this matter and look forward to your prompt response so that I can proceed accordingly.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]