

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

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

Subject: Request for ZN Visa for Family Member

Dear [Consular Officer's Name],

I am writing to request a ZN visa for my family member, [Family Member's Name], who wishes to join me in [Country] as I pursue my employment.

[Family Member's Name] is my [relationship to you, e.g., spouse, child], and their passport number is [passport number]. I am currently residing and working in [City, Country] under my Z visa [possibly include your visa details], and it is important for our family to be together during this time.

Enclosed are the following documents to support this application:

1. Copy of my Z visa and employment contract
2. Copy of [Family Member's Name]'s passport
3. Proof of family relationship (e.g., marriage certificate, birth certificate)
4. Recent photographs of [Family Member's Name]
5. Any additional documents required by the consulate

I appreciate your attention to this matter and kindly request that you expedite the processing of this visa application. If you require any further information or documents, please do not hesitate to contact me. Thank you for your assistance.

Sincerely,

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