

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

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

Subject: Application for ZR Visa

Dear [Consul/Officer's Name],

I am writing to formally apply for the ZR visa to [Country's Name] for the purpose of [specific reason, e.g., employment, study, etc.].

I have enclosed all necessary documents, including:

1. Completed application form
2. Passport photocopy
3. Employment offer letter (if applicable)
4. Proof of residence
5. Any other supporting documents

My proposed start date is [start date], and I intend to stay in [Country's Name] until [end date].

I appreciate your consideration of my application and look forward to your positive response.

Thank you.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]