

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

Consulate General of Switzerland

[Consulate Address]
[City, State, Zip Code]

Subject: Application for Visa to Switzerland

Dear Sir/Madam,

I am writing to apply for a [type of visa, e.g., Schengen Visa] to travel to Switzerland from [start date] to [end date] for [purpose of visit, e.g., tourism, business, family visit].

I am a [your nationality] citizen presently residing in [your current residence], and I intend to visit Zurich during my stay.

[Briefly outline your itinerary and plans in Switzerland. Include details such as accommodation, places you plan to visit, and any appointments or activities arranged.]

I have attached the following documents to support my visa application:

1. Completed visa application form
2. Passport-sized photographs
3. Valid passport (with copies)
4. Proof of travel itinerary
5. Accommodation booking confirmation
6. Financial statements / bank statements
7. Travel insurance certificate
8. [Any other required documents]

I assure you that I will abide by the laws of Switzerland and return to my home country before the expiration of my visa.

Please feel free to contact me for any further information or clarification. Thank you for considering my application.

Sincerely,

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