

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

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

Subject: Confirmation of Visa Application

Dear [Consul/Officer's Name],

I am writing to confirm my application for a visa to Nigeria. Below are the details of my application:

- Name: [Your Full Name]
- Passport Number: [Your Passport Number]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Visa Type: [Type of Visa Applying For]
- Application Reference Number: [Reference Number, if applicable]

I have submitted all the required documents and completed the necessary forms as per the guidelines provided by the Nigerian consulate. I kindly request your assistance in processing my application and look forward to receiving my visa at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

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