

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

National Visa Center  
31 Rochester Ave Suite 200  
Portsmouth, NH 03801-2909

Subject: Request for Expedited Processing of NVC Case No. [Your Case Number]

Dear Sir/Madam,

I hope this letter finds you well. I am writing to formally request the expedited processing of my NVC case number [Your Case Number].

[Explain the reason for the request, emphasizing any urgent circumstances such as medical issues, employment opportunities, or family circumstances that necessitate faster processing. Include specific details and personal impacts to highlight urgency.]

I understand the volume of cases you handle, and I appreciate the diligent work of your team. However, I kindly ask for your consideration in my situation. [Mention any supporting documents you are including, such as medical records, job offer letters, or affidavits.]

Thank you for considering my request. I am hopeful for a prompt response and am willing to provide any further information required to facilitate the process.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]