

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

U.S. Embassy/Consulate General

[Embassy/Consulate Address]

[City, Country]

Subject: NVC Interview Appointment Confirmation

Dear Consular Officer,

I am writing to confirm my upcoming interview scheduled for [date] at [time] for [type of visa, e.g., Immigrant Visa] at the [specific U.S. Embassy/Consulate]. I appreciate the opportunity to attend this interview and ensure that I am fully prepared.

I have attached the following documents as per the NVC guidelines:

1. Copy of the appointment confirmation letter
2. Visa application form (DS-260)
3. Passport-sized photographs
4. Civil documents (birth certificate, marriage certificate, etc.)
5. Financial support documents (Affidavit of Support, tax returns, etc.)

Please let me know if there are any additional documents or information needed prior to my interview.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Case Number]