

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

Visa Application Officer

[New Zealand Immigration Department Address]
[City, State, Zip Code]

Dear Visa Application Officer,

Subject: Application for [Type of Visa]

I am writing to formally submit my application for a [Type of Visa] to New Zealand. My details are as follows:

Full Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Passport Number: [Your Passport Number]

Nationality: [Your Nationality]

Purpose of Visit:

[Briefly explain the reason for your visit, e.g., tourism, work, study, etc.]

Supporting Documents:

I have enclosed the following documents to support my application:

1. Completed visa application form
2. Passport-sized photographs
3. Copy of my passport
4. Proof of financial means
5. [Any other relevant documents]

I assure you that I will comply with all the immigration rules and regulations during my stay in New Zealand. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]