

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

New Zealand Immigration

[Specific Office/Address if available]  
[City, State, Zip Code]

Subject: Travel Visa Application for New Zealand

Dear Sir/Madam,

I am writing to formally apply for a travel visa to New Zealand. I plan to visit from [start date] to [end date] for the purpose of [state the reason for your visit, e.g., tourism, family visit, business].

I will be traveling from [your country] and intend to stay for [number of nights]. During my stay, I plan to visit [list places you intend to visit, e.g., cities, landmarks].

I have attached the necessary documents to support my application, including:

1. A completed visa application form
2. A valid passport with a minimum of six months validity
3. Proof of accommodation bookings
4. Detailed itinerary of my trip
5. Evidence of sufficient funds for my stay
6. Travel insurance documentation

Please feel free to contact me at [your phone number] or [your email address] if you require any additional information.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]