

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Application for New Zealand Tourist Visa

I am writing to formally apply for a tourist visa to visit New Zealand for [duration of stay] from [start date] to [end date]. The purpose of my visit is to explore the beautiful landscapes, cultural heritage, and attractions that New Zealand has to offer.

During my stay, I plan to visit various locations including [list key places you intend to visit, e.g., Auckland, Wellington, Queenstown]. I have attached a detailed itinerary of my travel plans along with this letter.

I am [your profession] and currently residing in [your country]. I assure you that I have sufficient funds to cover my expenses during my stay in New Zealand, and I have attached relevant financial documents to support this claim. Furthermore, I intend to return to [your home country] upon completion of my visit as evidenced by [mention any ties you have to your home country, e.g., family, job, property].

Please find enclosed the following documents to support my application:

1. Completed visa application form
2. Valid passport
3. Recent passport-sized photographs
4. Detailed travel itinerary
5. Proof of accommodation
6. Financial statements
7. Travel insurance

I appreciate your time and consideration of my application. I am looking forward to experiencing the beauty of New Zealand and hope for a positive response to my visa request.

Thank you.

Sincerely,

[Your Name]