

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

[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, Zip Code]

Subject: Request for New Zealand Visa

Dear [Consulate Officer's Name/To Whom It May Concern],

I am writing to formally request a visa to visit New Zealand. I intend to travel from [start date] to [end date] for [specific purpose - e.g., tourism, business, family visit, study].

I have attached all necessary documents, including:

- Completed visa application form
- Passport-sized photographs
- Copy of my passport
- Proof of financial stability (bank statements, sponsorship, etc.)
- Travel itinerary and accommodation details
- Any additional required documents

I appreciate your consideration of my application. I am looking forward to an opportunity to experience the beautiful landscapes and culture of New Zealand.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]