

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

Visa Officer

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

Dear Visa Officer,

Subject: Application for Tourist Visa to New Zealand

I am writing to formally apply for a tourist visa to visit New Zealand for [duration of stay, e.g., two weeks] from [start date] to [end date]. The purpose of my visit is to explore the rich culture and natural beauty that your country has to offer.

I am currently [a brief introduction about yourself, e.g., working at XYZ Company as a position]. I have attached my employment letter and financial statements to assure you of my ties to my home country and my ability to support myself during my stay.

During my visit, I plan to visit [list the places you plan to visit, e.g., Auckland, Queenstown, etc.], and I have also attached my itinerary for your reference.

Please find enclosed the following documents to support my application:

1. Completed visa application form
2. Passport-sized photographs
3. A copy of my passport
4. Proof of accommodation
5. Flight itinerary
6. Financial statements

I assure you that I will adhere to the visa regulations and return to my home country upon the completion of my visit. I appreciate your consideration of my application and look forward to the opportunity to visit your beautiful country.

Thank you for your attention to my application.

Sincerely,

[Your Signature (if submitting by mail)]

[Your Printed Name]