

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Department/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for permanent residency in
[Country/Region] under the [specific category, e.g., skilled worker,
family reunification, etc.].

I have attached all required documentation, including [briefly list key
documents, e.g., application form, proof of employment, etc.].

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

Sincerely,
[Your Name]