

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

The Immigration Officer
[Immigration Office Address]
[City, State, Zip Code]

Subject: Application for Uganda Residency Visa

Dear Sir/Madam,

I am writing to formally request a residency visa for Uganda. I am
[briefly introduce yourself: nationality, profession, and current
situation].

I intend to reside in Uganda for [duration] due to [reason for residency:
work, studies, family, etc.].

Enclosed are the required documents for your review:

1. Completed visa application form
2. Copy of my passport
3. Recent passport-sized photographs
4. Proof of accommodation in Uganda
5. Employment letter/School admission letter (if applicable)
6. Financial statements (if applicable)

I appreciate your consideration of my application and look forward to
your positive response.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]