

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Immigration Office/Agency Name]

[Office Address]

[City, State, Zip Code]

Subject: Request for UJ Waiver

Dear [Immigration Officer's Name or Sir/Madam],

I am writing to formally request a waiver for the UJ (Unlawful Presence) under [specific immigration law or provision], due to [briefly explain the reason for the waiver request, e.g., hardship, family ties, extraordinary circumstances].

I am currently facing [describe your situation: challenges, personal circumstances, or any compelling reason supporting your waiver].

Supporting documents attached:

1. [Document 1 - e.g., proof of hardship]
2. [Document 2 - e.g., letters of support]
3. [Document 3 - any relevant documentation]

I appreciate your attention to my request and sincerely hope for a favorable response. Please feel free to contact me for any additional information or clarification needed.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]