

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

[Consulate/Embassy Name]
[VFS Global Visa Application Centre Address]
[City, State, Zip Code]

Subject: Visa Application Cover Letter

Dear Sir/Madam,

I am writing to submit my visa application for [Type of Visa] to [Country Name]. I plan to travel to [Country] from [Start Date] to [End Date] for [purpose of visit, e.g., tourism, business, study].

I have included all required documents with my application, including:

1. Completed visa application form
2. Passport-sized photographs
3. Valid passport
4. Proof of accommodation
5. Travel itinerary
6. Financial statements
7. [Any other specific documents required]

[Optional: Briefly mention any additional information or personal circumstances relevant to your application.]

Thank you for considering my application. I look forward to the opportunity to travel to [Country] and appreciate your assistance in this process.

Sincerely,

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