

Visa Application Withdrawal Notification

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Embassy/Consulate Name]

[Embassy/Consulate Address]

Dear [Recipient's Name],

I am writing to formally notify you of the withdrawal of my visa application submitted on [Insert Application Submission Date], with reference number [Insert Reference Number].

Due to [briefly state reason for withdrawal, if applicable], I have decided to withdraw my application. I kindly request that you cease processing my application and confirm the withdrawal at your earliest convenience.

Thank you for your attention to this matter. Should you need any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Full Name]

[Your Address]

[Your City, State, Zip Code]

[Your Country]