

Residency Permit Application Letter

Date: [Insert Date]

To,
[Recipient's Name]
[Recipient's Title]
[Department/Agency Name]
[Address]
[City, State, Zip Code]

Subject: Application for Residency Permit on Humanitarian Grounds

Dear [Recipient's Name],

I am writing to formally apply for a residency permit based on humanitarian grounds. My name is [Your Full Name], and I am currently residing at [Your Current Address]. I am seeking your assistance and consideration regarding my situation.

[Provide a brief explanation of your circumstances, including any relevant personal history, reasons for seeking asylum or humanitarian protection, and any threats you may face if returned to your home country.]

I believe that my situation warrants urgent attention due to [mention any specific events, hardships, or risks you face]. I have attached the necessary documentation to support my application, including [list any documents you are enclosing, such as identification, proof of circumstances, etc.].

I respectfully request that you consider my application favorably so that I may remain here in safety and continue to rebuild my life. I am willing to provide any further information or documentation as required.

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

Sincerely,

[Your Full Name]
[Your Phone Number]
[Your Email Address]