

# **Cancellation of Visa Application**

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Consulate General of [Country]

[Embassy Address]

[City, State, Zip Code]

Dear Sir/Madam,

I am writing to formally request the cancellation of my visa application, which I submitted on [application date]. My application reference number is [reference number].

Due to unforeseen circumstances, I am unable to proceed with my travel plans at this time. I kindly request your assistance in processing this cancellation at your earliest convenience.

Thank you for your understanding. If you require any further information, please do not hesitate to contact me.

Sincerely,

[Your Name]