

Residency Permit Application

Date: [Insert Date]

To: [Embassy/Consulate Name]

Address: [Embassy/Consulate Address]

Subject: Document Checklist for Residency Permit Application

Dear [Recipient's Name],

As part of my application for a residency permit, I am submitting the following documents for your review:

- Completed Visa Application Form
- Valid Passport (with at least 6 months validity)
- Two Passport-sized Photos (as per specifications)
- Proof of Accommodation
- Financial Statements or Proof of Income
- Health Insurance Documentation
- Criminal Background Check
- Employment Letter or Enrollment Confirmation (if applicable)
- Any Additional Supporting Documents

Please let me know if you require any further information or additional documents. I appreciate your assistance in processing my application.

Thank you for your time and consideration.

Sincerely,

[Your Full Name]

[Your Address]

[Your Contact Information]