

Embassy Transit Visa Application

Date: [Insert Date]

To: The Visa Officer
[Embassy/Consulate Name]
[Embassy Address]
[City, Country]

Subject: Application for Transit Visa

Dear Visa Officer,

I am writing to apply for a transit visa to [Destination Country] as I have a scheduled layover in [Transit Country] on [Date of Travel]. My flight details are as follows:

- **Flight Number:** [Flight Number]
- **Departure from:** [Departure City, Country]
- **Arrival in:** [Transit City, Country]
- **Time of Arrival:** [Arrival Time]
- **Departure from Transit:** [Departure City, Country]
- **Flight Number for Departure:** [Flight Number]
- **Time of Departure:** [Departure Time]

I intend to remain in [Transit Country] for a duration of [Number of Hours] hours. I wish to confirm that I will not be exiting the airport during my layover.

Attached to this letter are all the required documents for your review:

- Completed visa application form
- Passport copies
- Travel itinerary
- Proof of onward travel
- Any other necessary documents

I kindly request the issuance of a transit visa at your earliest convenience. Thank you for considering my application.

Sincerely,

[Your Full Name]
[Your Address]
[City, Country]
[Email Address]
[Phone Number]