

Embassy of [Country]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Consular Officer

Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

Subject: Request for Transit Visa

Dear Sir/Madam,

I am writing to formally request a transit visa for my upcoming journey through [Country] on [Date]. My itinerary involves a stopover at [City/Airport Name] while traveling from [Departure City/Country] to [Destination City/Country].

My travel details are as follows:

- Flight Number: [Flight Number]
- Date of Travel: [Date]
- Duration of Stay in [Country]: [Duration]

As a traveler, I fully intend to comply with the immigration regulations of [Country] and I will ensure that I remain in the transit area during my layover.

Enclosed with this letter are the following documents to support my visa application:

- Copy of my passport
- Flight itinerary
- Proof of onward travel
- Visa for the destination country (if applicable)

I appreciate your attention to my request and hope for your favorable response. Please feel free to contact me should you require any further information.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]