

Embassy of [Country Name]

Date: [Insert Date]

To: [Applicant's Name]

[Applicant's Address]

Dear [Applicant's Name],

We are writing to inform you that your visa application for [Type of Visa] has been received and is currently under processing. Your application number is [Application Number].

Please note that the processing time may vary, and you will be notified once a decision has been made regarding your application. Should you require any further information, feel free to contact us at [Contact Information].

Thank you for your understanding.

Sincerely,

[Embassy Official's Name]

[Title]

Embassy of [Country Name]