

Embassy of [Country Name]

Visa Department

Address: [Embassy Address]

Date: [Date]

Subject: Visa Application for Cultural Exchange Program

To Whom It May Concern,

I am writing to apply for a child visa on behalf of my child, [Child's Full Name], who is interested in participating in a cultural exchange program in [Country Name] from [Start Date] to [End Date]. This program is an incredible opportunity for my child to experience the culture, language, and traditions of [Country Name] while fostering international understanding.

[Child's Full Name], aged [Child's Age], is a [Current School/Institution Attending] student, enthusiastic about learning and cultural immersion. The program is organized by [Organization Name], and it includes various activities such as [briefly describe activities].

We kindly request you to process the visa application for [Child's Full Name] at your earliest convenience. Please find attached the necessary documents including the Visa Application Form, copies of the child's passport, proof of enrollment in the exchange program, and our identification documents.

Thank you for considering this application. We look forward to your positive response.

Sincerely,

[Your Full Name]

[Your Address]

[Your Email]

[Your Phone Number]