

Emergency Travel Document Application

Date: [Insert Date]

[Consulate Name]

[Consulate Address]

[City, State, Zip Code]

Dear Sir/Madam,

I am writing to formally request an Emergency Travel Document as I am in urgent need to travel due to [briefly explain the reason, e.g., a family emergency, medical situation, etc.]. My details are as follows:

Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Passport Number: [Your Passport Number]

Nationality: [Your Nationality]

Contact Information: [Your Phone Number and Email]

Attached to this letter are copies of all necessary documents, including my identification, proof of travel, and any supporting documentation related to my emergency circumstances.

I kindly request your assistance in processing my application at your earliest convenience as my travel date is approaching on [Insert Travel Date]. Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]