

# To Whom It May Concern

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Embassy of [Country Name]

[Embassy Address]

[City, State, Zip Code]

## **Subject: Request for Change of Visa Category for Family Reunification**

Dear Sir/Madam,

I am writing to formally request a change of my visa category to facilitate family reunification. My current visa status is [Your Current Visa Type].

Due to [briefly explain reason for change, e.g., recent changes in family circumstances, marriage, etc.], I seek to change my visa category to [Desired Visa Type], which will allow me to reunite with my family.

Please find attached all necessary documents supporting my request, including:

- Copy of my current visa
- Birth certificate/marriage certificate
- Proof of my family member's status in [Country Name]
- Any other relevant documents

I appreciate your attention to this matter and hope for a prompt response to my request. Should you require any further information, please do not hesitate to contact me at the details provided above.

Thank you for your consideration.

Sincerely,

[Your Name]