

Embassy of [Country Name]

[Embassy Address]

[City, State, Zip Code]

[Date]

To Whom It May Concern,

This letter is to confirm that [Child's Full Name], born on [Child's Date of Birth], is currently in the process of being adopted by [Adoptive Parent(s) Full Name]. The adoption is being processed under the supervision of [Name of Adoption Agency or Authority] and is in accordance with the laws of [Country Name].

The Ministry of [Relevant Ministry] has conducted the necessary investigations and has approved this adoption. The adoptive parents are in full compliance with both local and international adoption regulations.

We kindly request that you facilitate the visa application process for [Child's Full Name] to ensure a smooth transition to their new home in [Adoptive Parent's Country]. If further information is needed, please do not hesitate to contact our office at [Embassy Phone Number] or [Embassy Email Address].

Thank you for your assistance in this matter.

Sincerely,

[Your Name]

[Your Title]

Embassy of [Country Name]