

# Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

[Email Address]

[Date]

## **Subject: Foreign National Registration Request**

To Whom It May Concern,

I, [Your Full Name], a citizen of [Your Country], currently residing at [Your Address], am writing to formally request registration as a foreign national at the Embassy of [Country].

I arrived in [Host Country] on [Date of Arrival] on a [Type of Visa], and my purpose of stay includes [Briefly state purpose]. I would like to ensure that my registration is completed in compliance with the requirements of your esteemed embassy.

Please find attached the necessary documents including:

- Copy of my passport
- Visa documentation
- Proof of residence in [Host Country]
- Any additional documents required

I appreciate your assistance in this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Full Name]

[Your Contact Information]