

Request for Immigration Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to request assistance regarding my travel authorization as part of my immigration process. My name is [Your Full Name], and my case number is [Your Case Number]. Due to [brief explanation of the circumstances requiring assistance], I am seeking your guidance on how to proceed.

I would appreciate any information you could provide on the steps I need to take to ensure my travel authorization is processed in a timely manner. If there are any forms or documents required from my end, please let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]