

To,

**Consulate of Japan**

299 Park Ave, New York, NY 10171,  
United States

**Apr 2, 2023**

**Subject: Approval of my Visitor Visa with Japanese Consulate**

Dear Sir/Madam,

I would like to visit Japan for visiting between Sep 8, 2023 and Sep 14, 2023 .

**Travel Purpose:** Visiting

As United States citizen, I need to get a Visitor Visa for the same. This would explain the details of my trip and make a case for the issuance of my visa.

I am currently working at Hi-tech park as Programmer I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Japanese consulate website.

Please find enclosed the following documents to support my Visitor Visa application :

- **Photos as per visa specification**
- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **An official affidavit from a gazetted office provided by my host**
- **My employment contract**
- **Proof of my leave approval from my employer**
- **My latest ITR which have been filed till date**
- **Original and copy of my passport with minimum 6 months validity**

- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Bank statement from my sponsorer for this trip.
- Hotel bookings made for this trip.
- Proof of Invitation from my host
- Day-wise travel itinerary (mentioned above)
- Duly filled visa application form
- Attested bank statement of last 6 months

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

\_\_\_\_\_ Date: Apr 2, 2023

*(Xing)*

Ph : 41785236902

Email: [xing4@gmail.com](mailto:xing4@gmail.com)