**COVER LETTER**

|  |  |
| --- | --- |
| To,  The British High Commission,  Delhi,  India | Date |

To whom it may concern,

My name is ………………………… and I am from India. I am applying from India and I am applying for a standard 6 month UK Visitor Visa. In discussing that I am a genuine and credible applicant for a UK Visitor Visa, this letter will cover;

* A list of the supporting documents that I am submitting to support my application
* The purpose of my visit
* The reasons why I will comply with the terms of my visa and why I will not overstay
* My ability to adequately maintain myself during my intended trip
* Information relating to my sponsor *(if you have a sponsor, or else omit this part)*
* Confirmation of why I am not using frequent and successive visits to make the UK my home
* Contact details of other relevant persons you may wish to contact

**List of Supporting Documents**

In support of my temporary visitor visa for tourism application, I have included the following documents

|  |  |
| --- | --- |
| Appendix | Document |
| 1  2  3  4 | Copy of my passport  Financial evidence *(your financial proofs, mention the type of proof you are submitting)*  Employment Letter *(if you are salaried)* / Business registration or Service contracts, invoices *(if you are a freelancer or businessman)*  NOC or Leave Application *(if you are submitting one, or else omit this part)* |
| 5  6  7  8  9  10  11 | Letter of sponsorship/partial sponsorship from my ……………… and his/her/their financial evidence. *(if you have a sponsor, or else omit this part)*  Invitation/Sponsorship Letter from family/friend residing in UK *(if they are inviting you),* Their financials and residence permit *(if they are also sponsoring you) – omit this part if you have no sponsor or invite*  Relationship proof with sponsor *(mention the proof you are submitting)*  Invitation letter from company/organization sponsoring and inviting you (*omit this part if you have no sponsor or invite)*  Onward and Return Air tickets showing my intent to return. *(if you have booked one)*  Hotel Bookings *(if you have booked one)*  Travel insurance |

**The Purpose of my Visit**

The purpose of my visit:

1. To explore the beautiful city of London and visit the tourist spots. *(you can add any additional cities you are planning to visit)*
2. To accompany my *(mother, father, spouse, etc)* who will also be travelling on the same dates and has applied for a tourist visa. *(omit this point if you are travelling alone)*

I am fully aware of the permitted and prohibited activities found in Immigration Rules Appendix V: visitor rules.

**Why I will not overstay the UK visitor visa**

I fully intend to return to India before my UK visitor visa expires. I have a good life back home and do not wish to swap this for a life as an illegal immigrant in the UK.

The following are the reasons that I would like you to consider when deciding my application:

My good immigration history

My unblemished immigration history is an indication that suggests that I am likely to comply with the terms of my UK visit visa and return to my home country prior to the expiry of this visa.

I have been to *(mention all the countries you have visited in last 10 years*) in the past 10 years and have always returned on time.

Family ties to my home country

I have family back home which is another indication that I will return to my home country prior to my UK Visitor visa expiring.

Other links with my home country

*Write about other relevant ties with Home Country like any property you own, etc.*

I have also booked return flight ticket to India for *………………... (can mention this if the return flight is booked)*

Financial and economic ties to my home country

*Write About your job/business.*

**My ability to adequately maintain myself during my visit to the UK**

*If you are paying your own expenses, you may type this –*

I confirm that I can adequately maintain myself. To support this, my sources of income and financial assets are highlighted below.

**My sources of income**

*Write about the financial proofs attached.*

*If somebody is sponsoring you, you may type this* –

I confirm that my …………….. who is accompanying me in this trip will sponsor and bear all the cost incurred in this trip. I have attached the consent letter from him/her. I have also attached his/her/their financial records. *(you can omit the “accompanying me” part if travelling alone)*

**My sponsor**

I am being fully sponsored by *NAME* who is my ……….. . He/She/They will bear the full cost of the trip.

I can confirm that the relationship between myself and *NAME* is genuine. Please see the attached documents regarding this which includes the attached letter which confirms that he/she/they is/are prepared to sponsor me.

**Relevant contact details**

It is appreciated that you may want to contact my family and friends in order to verify my intentions. If you would like to do so, the following are some useful contact details for my family and friends;

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Relationship to me | Phone number | Email |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

If you would like to contact any other individuals or organisations and I have not provided their contact details, please feel free to get in touch and I will be more than happy to provide them for you

Finally, I can confirm that the information provided above is true to the best of my knowledge and belief.

Your faithfully,

*Name*  (Passport No. – )

*Signature*