To

The Visa Officer

Consulate/ Embassy

City

Subject: Requesting Schengen Visa for Tourism Purpose| Your Name| Your Passport Number

Dear Sir/Madam,

I **Your Name** Holding passport number **Your passport number** is writing to apply for a Schengen visa to visit **Countries you are travelling in order** for tourism purposes. I will be traveling with my friends, **their names with their passport numbers**

We have planned a trip to visit **(Your exact city stays)**

I am working in India **your profession and what you specialise in …………………………………….**As such, I have a strong connection to my home country and have no intention of overstaying my visa. I am very excited to explore the rich culture and history of Countries you are visiting and have planned my itinerary carefully to make the most of my time there. We have bought the Travel package from Qafila Holidays.

**If no ITR** Due to covid I was not able to file for ITR for financial year 2021-22, but have filed for ITR for 2022-23. For the very same reason, I will only be able to furnish 1 years IT return

I am attaching all the relevant documents required for the visa application as below

1) My Passport/ Passports (If you have more than one)

1) Our travel itinerary

2) Proof of accommodation

3) Financial Personal Bank statements for past 3 months.

4) Business Documents (GST/ Shop Act)/ NOC from Employer

5) Travel Insurance with a coverage of 30,000 Euros

6) IT Returns for past () financial years

7) Property Documents

8) Salary Slips in Case of Employee

I assure you that I will be a responsible and respectful visitor during my stay in Countries you are travelling. I appreciate your time and attention to my application and look forward to hearing from you soon.

Thank you for considering my application.

Your Name

Passport Number (passport Number)