

**Note: Be advised that I drafted up this letter for a tourist entry visa for South Africa. If you want to have a copy of this file, please do NOT ask me for access. You can simply select the whole text and press CTRL+C in your keyboard; otherwise, you can download this document by clicking File > Download As > Microsoft Word.*

[Type current date here]

THE DIRECTOR GENERAL OF IMMIGRATION

Immigration Headquarters, Kent Building
Haile Selassie Road, P.O. Box 50300, Lusaka, Zambia

RE : Zambia Tourist Visa – Double-entry

Dear Sir/Madam:

I am Aileen Adalid, bearer of Philippine passport no. (PASSPORT #), and resident of (ADDRESS). I am writing because I would like to apply for a Zambia tourist visa to cover my intention of traveling to your country from (DATE) to (DATE).

(GIVE MORE DETAILS OF YOUR TRIP IN THIS NEXT PARAGRAPH. What I wrote was:) My main purpose for traveling is tourism. This will actually be my first time to visit Zambia so I'm very excited about this trip since I basically want to see and experience the country's culture, nature, and safaris among many others.

My itinerary will be as follows:

DAY	DATE	PLACE	ACTIVITIES	HOTEL
1	16-Sep	Zambia	Fly in from Manila Enter Zimbabwe Airport and transit to Zambia	AVANI Victoria Falls Resort Mosi-oa-Tunya Road, Livingstone 20100, Zambia
2	17-Sep	Zambia	Victoria Falls Tour	
3	18-Sep	Zambia	Visit a national park	
4	19-Sep	Zambia	Zambian Village Experience tour	
5	20-Sep	Zambia	Depart and fly to Cape Town via Zimbabwe Airport	

I assure you that I can support myself during the duration of my stay. I am currently employed as a (JOB POSITION) for the company (COMPANY NAME) that is established and located in (ADDRESS) and paid a monthly salary of (PHP). I guarantee you that I will never overstay because not only do I have strong ties here in the Philippines through my work and my personal assets, but I also have, (INPUT OTHER REASON HERE).

Overall, I trust you will find that everything is in order and I hope that my previous travel experiences and my personal details would be helpful in your consideration to grant me a Zambia tourist visa.

Thanking you in advance for your consideration and for a favorable reply to my application.

Sincerely,

- signature -

[FULL NAME WITH MIDDLE NAME IN CAPS]

[EMAIL ADDRESS]

[MOBILE/PHONE #]