

(Kota, bulan dan tanggal, tahun pembuatan)

VFS Global - Schengen Visa Application Center
Kuningan City Mall 1st .L1 30-32 - Jl. Prof. Dr. Satrio Kav. 18, Kuningan-Setiabudi
Jakarta, 12940

Subject: Schengen Visa of (Nama lengkap) (Passport No. (nomor paspor))

Dear Sir/Madam,

I am writing this letter to apply for a Schengen Visa to visit the Netherlands from December 19th, 2023 to January 31st, 2024. The main purpose of my visit is to spend the Christmas and New Year holiday season with my aunt and her family who live in XXX. My aunt and I are related because my mother and her are sisters. Other than that, my intention is to experience European Christmas and also accompany my mother, XXX, who will be visiting as well.

In the past years, I have stayed in Taiwan as a student for four years, and as a tourist I have visited Malaysia and Singapore. I always return back to Indonesia and have never breached any immigration laws.

Regarding accommodation for this trip: I will be staying in my aunt's home, but everything else will be funded by my mother and myself, which includes travel tickets to the Netherlands and back to Indonesia as well as for visiting the local attractions where chargeable.

I have been working remotely in Indonesia as a part time employee at XXX since XXX as a Content Marketing Specialist. My responsibilities include running SEO campaigns for the Indonesian market and producing articles for XXX, a Human Resource company with the largest talent pools in Taiwan and one of the fastest growing talent networks across regions in APAC with over 5 million users. My employer has authorized my leave for this trip and I will go back home to Indonesia to resume working at XXX after my trip is completed.

Please find attached all of the required documents, including the completed visa form, employment and financial proofs, detailed itinerary, and other supporting documents. I remain at your disposal for any further information you may need.

Sincerely,

(Nama lengkap)
(email)
(LinkedIn *optional)
(Nomor HP)