

Note: Be advised that I drafted up this letter for a single tourist entry visa for the Schengen Area. If you want to have a copy of this file, please **DON'T 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 HONORABLE CONSUL

EMBASSY OF SWITZERLAND IN MANILA, PHILIPPINES
24th Floor BDO Equitable Tower
8751 Paseo de Roxas, 1226 Makati City
Metro Manila, PHILIPPINES

Dear Sir/Madam,

I am Aileen Adalid, bearer of Philippine passport no. (PASSPORT #) , and resident of (ADDRESS) , and I am writing because I would like to apply for a **single-entry Schengen Tourist Visa** to cover my intention of visiting Switzerland and a few other countries in the Schengen Area from (DATE) to (DATE) .

I am applying via your embassy because I will be staying in Switzerland the longest. From my (TOTAL # OF DAYS) days in Europe, a total of (# OF DAYS) will be spent within Switzerland. I will be flying in (PLACE OF ENTRY) with arrival on (DATE) and my exit point will be in (PLACE OF DEPARTURE) at (DATE) .

The main purpose of my trip is tourism given that I want to experience more of Europe's culture, food, and sights! I will be shouldering my own travel expenses and I assure you that I can support myself during the duration of my stay(s).

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) (please see attached for my detailed travel itinerary, accomplished visa form, hotel reservations, bank statements, and others).

Overall, I trust that 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 Schengen tourist visa.

Should you need any more information or documents, I would be more than happy to provide them.

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

Sincerely,

- *signature* -

[*FULL NAME IN CAPS*]

[*ADDRESS*]

[*MOBILE/PHONE #*]

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TRAVEL ITINERARY

Please see below the details of my intended **26-day** stay in Europe complete with hotel details and activities.

DAY	DATE	CITY	ACTIVITIES	HOTEL
1	March 19	Zurich, Switzerland	Arrival, Free Day	Input name and contact details of your hotel here
2	March 20		City Walking Tour	
3	March 21		Mount Titlis Tour	
4	March 22	Geneva, Switzerland	Arrival, Free Day	
5	March 23		City Walking Tour	
6	March 24		Mont Blanc Tour	
7	March 25	Nice, France	Arrival, Free Day	Input name and contact details of your hotel here
8	March 26		City Walking Tour	
9	March 27		Monaco Day Tour	
10	March 28	Venice, Italy	Arrival, Free Day	Input name and contact details of your hotel here
11	March 29		Canal Cruise	
12	March 30		St. Marc's Basilica	
13	March 31		Food Tour	
14	April 1	Rome, Italy	Arrival, Free Day	Input name and contact details of your hotel here
15	April 2		City Walking Tour	
16	April 3		Vatican	
17	April 4	Brussels, Belgium	Arrival, Free Day	Input name and contact details of your hotel here
18	April 5		City Bike Tour	
19	April 6		Antwerp Day Trip	
20	April 7		Nightlife	
21	April 8	Amsterdam, Netherlands	Arrival, Free Day	Input name and contact details of your hotel here
22	April 9		City Walking Tour	
23	April 10		Van Gogh Museum	
24	April 11		Anne Frank Museum	
25	April 12	Geneva, Switzerland	Arrival, Free Day	Input name and contact details of your hotel here
26	April 13		Flight Back to Manila (Arrival 14 th)	