

Embassy of Kazakhstan  
Washington, D.C.  
Consular Section

*<Date>*

Consular Section,

I, *<Your Name>*, am applying for a single entry *<Tourist or Business>* visa to visit Kazakhstan. Please issue the visa from *<entry date>* to *<exit date>*.

The address and telephone number where I will be staying in Kazakhstan is:

*<Complete address>*  
*<Name of host>*  
*<Telephone Number>*

My address and telephone number in the United States:

*<Complete address>*  
*<Telephone Number>*

My passport details are:

*<Name as it appears in your passport>*  
*DOB:*  
*Passport Number:*  
*Passport Expiration Date:*

Thank you for your assistance.

Signed,

*<Your Signature>*