Date

The Honourable Consul

Embassy of France to Sri Lanka and the Maldives
89, Rosmead Place,

Colombo 7

Dear Monsieur/Madame,

Please accept my application for a Schengen tourist visa to cover my planned trip to Europe from ***“Travel dates”***. The total duration will be spent travelling to the following countries, Italy, Germany, Belgium, Netherland and France. Our entry and exit points to the Schengen zone will be Milan, however, I am applying through your honourable consulate as the most number of days will be spent in France.

This is my second trip to Europe and this time I am travelling with my ***“Names and passport numbers of the parties travelling with you”***. Our main purpose of travel is tourism, to visit and document our travels for my travel blog – [www.mandatorytravel.com](http://www.mandatorytravel.com). A detailed itinerary of our trip has been included in this application.

I am currently employed as an ***“Job title and company name”.*** I am a permanent employee of the organisation and have been employed since ***“Start date of your job”***. The trip will be funded by both myself and my husband, via our savings.

**Please find the following documents to support my visa application enclosed herewith:**

1. Application form, duly dated and signed with 2 passport size pictures
2. Signed and completed Document checklist for visa.
3. Valid passport, National Identity Card and copies of the same.
4. Proof of Employment (Letter from Employer-salary and leave confirmation + Salary Slips + ETF Certificate)
5. Proof of Income (3 months bank statements + Balance confirmation letter)
6. Pre-Paid Roundtrip ticket, train tickets and bus tickets
7. Hotel bookings, as proof of accommodation
8. Travel insurance confirmation letter.
9. Detailed trip itinerary – attractions, travel breakdown and accommodation.
10. Marriage Certificate – translated and certified by the Ministry of Foreign Affairs Colombo.

**Summary of Accommodation Details:**

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| **Date/s** | **City** | **Accommodation** |
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I am fully aware of the rules and restrictions regarding the visa that I am applying for. I do not wish to tarnish my travel records nor jeopardize my future travel plans by staying longer than what my visa allows.

Overall, I trust you will find that everything is in order and I remain at your disposal for any further information that may be required.

Thanking you in advance, Monsieur/Madame, for a favourable reply to my application.

Sincerely,

***“Your Full Name”***

Mobile: ***“Contact number”***

Email: ***“Email address”***