

Name

Address

Telephone no: +xx xx xx xx xx

Visa ref: [insert your AVATS reference number here]

Dear Visa Officer,

I write to apply for a visa for travel to Ireland from [start date] to [return date].

**[OPTION 1 (DELETE AS APPROPRIATE)]:** The purpose of my travel is [tourism/study/business/performance/taking up employment/etc. Provide full details].

**[OPTION 2 (DELETE AS APPROPRIATE)]:** The purpose of my travel is to visit [friend/family member], residing at [address of friend/family member]. [Provide full details of your relationship]

My accommodation plan is as follows: [list of places you will stay, e.g., hotels, B&Bs, addresses of friends/family members offering accommodation].

The costs of my travel will be covered by [provide full details on who will pay for your travel, i.e. whether you will pay all costs or whether another person/organisation will cover].

**[OPTION 1 (DELETE AS APPROPRIATE)]:** I declare that I do not have any family members residing in Ireland, the EU, EEA, or Switzerland.

**[OPTION 2 (DELETE AS APPROPRIATE)]:** I have the following family members who reside in Ireland, the EU, EEA, or Switzerland:

[List the names, dates of birth, and nationalities of all family members residing in the EU, EEA, or Switzerland]

I hereby undertake to obey the conditions of my visa in full, not rely on public services, or become a burden on the State. I will leave Ireland before expiry of my permission to remain.

Yours faithfully,

[Hand-written signature]

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[Handwritten date]