

Applicant:

[Name Surname]  
[Street number]  
[City, State, code]  
[Country]  
[DOB DD/MONTH/YYYY]

[Date DD/MONTH/YYYY]

[Name of the Diplomatic Mission]  
[Consular Office]  
[Address]  
[ZIP, CITY]  
[Country]

**Subject: Appeal letter against Schengen visa refusal**

Visa application (case) number: [ENTER NUMBER]  
Date of visa application submission: [Date DD/MONTH/YYYY]  
Date of visa denial: [Date DD/MONTH/YYYY]

Dear Sir/Madam:

With this letter I would hereby like to appeal against the refusal decision made regarding my Schengen visa application for [Name of the Country]. I have submitted my application to the [Name of the Embassy] on [Date DD/MONTH/YYYY], enclosing all required documents, as per copies of application documents in enclosure of this appeal.

Schengen visa refusal letter was sent by Consular Department of your Embassy stating that [state the exact reason of refusal, such as lack of sufficient funds deposited on my bank account] are the main reason for denial of my visa application. However, I have to make an appeal against this justification provided by the appreciated Consular department, since [State your justification, such as “the Bank has withdrawn funds from my account by technical mistake, after I have submitted my Schengen visa application”]. I would also like to notify you that the situation has been corrected, as you may see in the attachment of this appeal letter. Having in mind above stated I would like to kindly ask you to reconsider my application and to void your visa denial.

As I should leave on [Date DD/MONTH/YYYY] I would also like to kindly ask you to reconsider your decision on the earliest possible convenience because I have to organize my plans. Nonetheless if your decision remains the same I would need your response soon, because I am about to face high penalty charges for cancellation of my flights and accommodation arrangements.

In a case additional documents are to be submitted, or you would like to speak with me regarding this appeal, do not hesitate to contact me on the phone [Enter number] or by email [state email]. I am looking forward to your response.

Kind regards,

[Signature]

[NAME SURNAME IN PRINT LETTERS]

Enclosures: - as stated in the text