***SAMPLE COVER LETTER FOR A SCHENGEN TRAVEL VISA APPLICATION***

[DATE]

THE HONOURABLE CONSUL

EMBASSY OF [PORTUGAL OR OTHER COUNTRY IN REPRESENTATION OF PORTUGAL]

[EMBASSY ADDRESS]

Dear Sir or Madam,

**Re: Application for a Schengen Visa to travel to Portugal**

I intend to travel to Lisbon, Portugal from [insert date here] to [insert date here], and would therefore like to obtain a Schengen travel visa.

The purpose of my trip is tourism and if, as expected, I like what I see and experience, I will consider making an investment in the country.

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

1. Fully completed and duly signed application form
2. Recent passport-type photograph
3. Original and copy of my passport, plus copy of previous visas
4. Copy of e-ticket for my return flight to Lisbon via [Name of Stopover] with [Name of Airline]
5. Copy of my booking at [Name of Hotel] in Lisbon
6. Original and copy of my travel medical insurance policy, valid for the whole Schengen Area and covering up to 30,000 Euros for medical and hospital care plus repatriation for emergency medical reasons
7. Documentary evidence of my employment and salary
8. My latest 3 monthly bank and credit card statements

I trust you will find that everything is in order, but please feel free to contact me should you need any additional details or documents.

Looking forward to hearing from you,

Yours sincerely,

Full name

Full address

Home: [home number]

Mobile: [mobile number]

Office: [office number]

Email: [email address]