

15<sup>th</sup> January 2025

**From**

Name  
Address  
Mobile no  
Email

**To:**

The Visa Officer,  
Consulate General of the Republic of Singapore  
Chennai

Subject: Application for Singapore Tourist Visa for My self and My son

Dear Sir/Madam,

I hope this letter finds you well. I am writing to apply for a Singapore tourist visa for myself, Name, and my son Name. We plan to travel to Singapore for tourism purposes from 28th July to 4th August 2025. As a responsible parent, I am committed to ensuring a memorable and enriching experience for my son during our stay in Singapore. This trip is not only intended for leisure but also for educational purposes, as it will provide my son with exposure to different cultures and landmarks.

PASSPORT NUMBER	SURNAME	GIVEN NAME	EXPIRY DATE
PXXXXXXX			26/06/2026
WXXXXXX			06/07/2027

I kindly request you to grant us a multiple entry visa to facilitate our travel plans, as we may also visit neighbouring countries during our stay in the region. Enclosed with this letter are the necessary documents as per the requirements for a Singapore tourist visa. I assure you that we intend to abide by the visa regulations and return to India once our trip is completed in Singapore. I will be taking care of entire expenses of this trip.

Thank you for considering our application. I look forward to a positive response at your earliest convenience so that we can finalize our travel arrangements accordingly.

Should you require any further information or documentation, please do not hesitate to contact me at +91 - 9999999999

Thank you for your time and consideration.