

Date:

To,  
The Visa Officer  
Embassy of the Hashemite Kingdom of Jordan  
Delhi

Subject: Request for a Transit Visa

Dear Sir / Madam,

I, \_\_\_\_\_(Name) holding passport number \_\_\_\_\_ would like to apply for  
Transit visa as I am traveling to \_\_\_\_\_(destination country) transiting through  
Jordan.

(If Applicable), the below mentioned will be accompanying me on this trip. (Spouse/Children  
etc)

**Name**

**Passport number**

**Relation**

Please find the visa application form duly filled and signed along with the valid passport,  
Photographs and the relevant documents for your perusal.

All the expenses will be borne by me on this trip.

Kindly consider the application and grant necessary visa.

Thanking You,

XYZ

(Contact Details)