Dewi Lestari
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Jakarta Selatan 12810, Indonesia
Email: dewi.lestari@example.com

Jakarta, 8 March 2027

Embassy of France in Indonesia – Visa Section, Jakarta

Subject: Application for a short-stay Schengen visa (tourism) – Dewi Lestari

Dear Sir or Madam,

I am applying for a short-stay Schengen visa for tourism, for an 11-day stay in France from 3 to 13 May 2027. I will travel alone.

1. Purpose of the trip
I will spend six nights in Paris (3 to 9 May) and four nights in Nice (9 to 13 May), travelling from Paris to Nice by train. The enclosed itinerary sets out each day. France issued me a Schengen visa in 2025, and I returned to Indonesia on the planned date, as the stamps in my passport show.

2. Accommodation and costs
My hotels are booked for all ten nights, as the enclosed reservations show. I will pay for the trip myself from my salary and savings. My personal bank statements for the last three months are enclosed. Any medical costs are covered by my travel medical insurance.

3. Employment
Since 2019, I have worked as a marketing manager on a permanent contract at PT Sinar Rasa Nusantara in Jakarta. My employer has approved my leave from 3 to 14 May 2027, as the enclosed job letter confirms, with my position and my salary.

4. Ties to Indonesia and return
I am married and the mother of a six-year-old son; my husband and my son stay in Jakarta during my trip, as our Kartu Keluarga shows. I will be back at work on Monday 17 May 2027, after my return flight from Nice to Jakarta on 13 May, shown in the enclosed flight reservation.

I remain at your disposal for any further document or for an interview.

Yours faithfully,

Dewi Lestari

Enclosures:
- Passport, signed France-Visas application form and photographs
- Copy of the passport’s data page and of my previous Schengen visa
- Flight reservation Jakarta–Paris on 3 May and Nice–Jakarta on 13 May 2027
- Travel medical insurance certificate
- Itinerary: Paris, Nice
- Hotel reservations in Paris and Nice
- Personal bank statements for the last three months
- Job letter (position, length of employment, salary, approved leave) and copy of my employment contract
- Kartu Keluarga (family card)