Rina Wulandari
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Jakarta Selatan 12730, Indonesia
Email: rina.wulandari@example.com

Jakarta, 2 August 2027

Embassy of Spain in Jakarta – Visa Section

Subject: Application for a short-stay Schengen visa (tourism) – Rina Wulandari

Dear Sir or Madam,

I am applying for a short-stay Schengen visa for tourism, for a 12-day stay in Spain from 6 to 17 September 2027. I will travel alone.

1. Purpose of the trip
I will spend four nights in Madrid (6 to 10 September), three nights in Seville (10 to 13 September) and four nights in Barcelona (13 to 17 September). I will take the train from Madrid to Seville and a domestic flight from Seville to Barcelona. The enclosed itinerary sets out each day.

2. Accommodation and costs
My hotels are booked for all eleven nights, as the enclosed reservations show. I will pay for the trip myself from my salary and savings. My bank statements for the last three months, signed and stamped by the bank, and a bank reference letter confirming my balance are enclosed. Any medical costs are covered by my travel medical insurance.

3. Employment
Since 2018, I have worked as a pharmacist on a permanent contract at Rumah Sakit Harapan Sentosa in Jakarta. My employer has approved my leave from 6 to 18 September 2027, as the enclosed employment letter confirms, with my monthly salary and my length of service.

4. Ties to Indonesia and return
I live in Jakarta with my parents, as our Kartu Keluarga shows, and I am due back at work on Monday 20 September 2027, after my return flight from Barcelona to Jakarta on 17 September, shown in the enclosed flight reservation.

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

Yours faithfully,

Rina Wulandari

Enclosures:
- Application form, completed, dated and signed
- Passport, with a copy of the data page
- Photocopies of my KTP and of our Kartu Keluarga
- Flight reservation Jakarta–Madrid on 6 September and Barcelona–Jakarta on 17 September 2027
- Day-by-day itinerary: Madrid, Seville, Barcelona
- Travel medical insurance certificate
- Hotel reservations in Madrid, Seville and Barcelona
- Employment letter, signed by my employer
- Bank statements for the last three months, signed and stamped, and bank reference letter