Kwame Mensah
9 Cardigan Road, Headingley
Leeds LS6 3AE, United Kingdom
Email: kwame.mensah@example.com

Leeds, 18 January 2027

Embassy of the Federal Republic of Germany in London – Visa Section

Subject: Application for a short-stay Schengen visa (tourism) – Kwame Mensah

Dear Sir or Madam,

I am applying for a single-entry short-stay Schengen visa for tourism, for an 8-day stay in Germany from 12 to 19 April 2027. I will travel alone.

1. Purpose of the trip
I will spend four nights in Berlin (12 to 16 April) and three nights in Munich (16 to 19 April), travelling between the two cities by train. The enclosed itinerary sets out each day.

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

3. Residence and employment in the United Kingdom
I am a Ghanaian national and have lived in Leeds since 2019. I hold permission to stay in the United Kingdom as a Skilled Worker until 31 August 2028, as the enclosed share code printout shows. Since 2021, I have worked as a civil engineer on a permanent contract at Aire Valley Structures Ltd in Leeds. My employer confirms my employment and my leave from 12 to 19 April 2027 in the enclosed letter.

4. Return to the United Kingdom
My home and my work are in Leeds. I will be back at work on Tuesday 20 April 2027, after my return flight from Munich to Manchester on 19 April, shown in the enclosed flight reservation.

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

Yours faithfully,

Kwame Mensah

Enclosures:
- Passport and copy of its data page, signed VIDEX application form and biometric photograph
- Share code printout and photocopy
- Council tax bill as proof of address
- Flight reservation Manchester–Berlin on 12 April and Munich–Manchester on 19 April 2027
- Hotel reservations in Berlin and Munich
- Itinerary: Berlin, Munich
- Travel health insurance certificate
- UK bank statements for the last three months
- Employer’s letter and payslips for the last three months