Urgent request for Indian visa approval

DATE

NAME

 I, NAME, applied Indian tourist visa with online entry in Indian visa application center Tokyo at 16th Nov. 2012(申込日). I would like to obtain Indian tourist visa till 30th Nov. 2012(締切), so I hereby request you to issue tourist visa urgently with reasons as below.

* I cannot depart from Japan because my trip will start at 1st Dec. 2012(Fri.)(出発日).
* My e-ticket number is XXX(Eticket番号).
 1st Dec. 2012, start my trip from Japan. (NH1010 16:45)
 15th Jun.2013, arrive at Delhi. (LH762 07:40)
 18th Jun.2013, depart from Delhi. (SQ407 21:55)

My detail information is shown as below.

* Name: NAME
* PASSPORT: パスポート番号
* Birth date: 誕生日(パスポート記載)
* Web file number: JPNT xxx (VISAセンターの登録番号)
* My deadline for Visa approval: 30th Nov. 2012(上記締切日)
* Contact information: +81-xx-xxxx-xxxx(mobile)
 xxx@xxx.com

 XXX(申請した住所)

If my Indian tourist visa will not approved until 30th Nov. 2012(締切日), I would like to cancel my visa approval process and ask you to return my passport without Indian visa in Indian visa application center Tokyo in 30th Nov. 2012(キャンセル時の引き取り日).

I appreciate for your consideration and cooperation with me.

Sincerely,

(パスポートに書いてある署名)

NAME