

SAMPLE LETTER DETAILING YOUR DRIVING/BOATING TRIP to MEXICO or CANADA

Please enter your personal details into the sample letter below, include as much detail as possible i.e, hotel reservations and/or other supporting documents that shows proof that you have booked travel to Mexico or Canada. This letter can be signed by yourself however if you traveling on behalf of a company a representative of the company may write and sign the letter.

Date:

Expedited Passport for (Traveler's Name)

Attention U.S. Passport Agency Representative

I am applying for an expedited passport so I can travel to (Mexico/Canada). I will be leaving from (city you will depart from) on (date you plan to depart) and enter (Mexico/Canada) at (city you will cross the border). My final destination will be (city you are traveling to). While in (Mexico/Canada) is plan to (enter details of what you plan to do while in Mexico/Canada and mention additional documentation you have included supporting your proof of travel, hotel reservation etc)

Please contact me if you require any additional information so as to expedite my passport application.

Regards

Signature

Name:

Phone:

Email: