

## **9 FAM APPENDIX K, EXHIBIT II SAMPLE VISA REFERRAL APPOINTMENT LETTER**

*(CT:VISA-1255; 07-23-2009)*

Dear **(Applicant Name)**,

You are the subject of a visa referral and your visa interview is scheduled for **(Date)** at **(Time)**. Please arrive at the Embassy/Consulate early to allow time for the security screening process.

Please understand that all visa applicants, including visa referral cases, must demonstrate their qualification for the class of visa for which they are applying. Fingerprints are required for all visa applicants, except persons under age 14 and over age 79, applicants for A and G visas (government officials on official travel), and certain medical emergencies. The biometric process is a clean, inkless digital scan of the fingers that takes less than a minute.

If you have questions about this process please contact **(insert appropriate contact)** on **(insert contact information)**.

Thank you,  
The Consular Chief