

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Embassy/Consulate Name]

[Embassy/Consulate Address]

[City, State, ZIP Code]

Subject: Residency Sponsorship Request

Dear [Consul/Embassy Official's Name],

I hope this letter finds you well. My name is [Your Name], and I am writing to formally request residency sponsorship for [Name of the Individual].

[Brief introduction about your relationship to the individual and purpose of their residency.]

I am a [Your Occupation] residing in [City, State], and I believe that [Name of the Individual] would greatly contribute to our community by [mention any relevant skills, qualifications, or contributions].

[Provide details about the individual's qualifications, background, and any compelling reasons for the sponsorship request.]

I am committed to supporting [Name of the Individual] throughout the residency process by [explain how you intend to assist, e.g., financially, emotionally, etc.].

Thank you for considering my request. I am hopeful for a positive response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]