

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Department of Home Affairs]  
[Address of the relevant office]  
[City, State, Zip Code]  
Subject: Nomination for Visa Application

Dear Sir/Madam,  
I am writing to formally nominate [Nominee's Full Name] for the [specific visa type, e.g., Subclass 186 Employer Nomination Scheme] visa to Australia. I am [Your Position] at [Your Company Name] and would like to outline the basis for this nomination.

[Briefly describe your business and its operations.]

[Nominee's Full Name] has been employed with us since [start date] as [position] and has made significant contributions to our team, specifically in [mention specific skills, achievements, or contributions].

The skills and experience of [Nominee's Full Name] are critical to our business operations and align with our goals of [mention business goals or projects].

As a result, I hereby endorse [Nominee's Full Name] for this visa and assure you that our organization is committed to complying with all relevant Australian immigration laws and requirements.

Thank you for considering this nomination. Please do not hesitate to contact me for any further information or documentation required to support this application.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]  
[Company Address]  
[Company Phone Number]  
[Company Email Address]