

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

[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, Zip Code]

Subject: Visa Sponsorship Letter for [Visitor's Name]

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Address], am writing to formally sponsor [Visitor's Full Name], who is my [relationship to the visitor, e.g., friend, relative], to visit Bhutan for [mention duration, e.g., two weeks] from [start date] to [end date].

I will ensure that [Visitor's Name] will bear all expenses related to the travel, accommodation, and any other costs incurred during their stay in Bhutan.

[Optional: Briefly mention your occupation, financial status, or any other relevant information that strengthens your sponsorship.]

Attached are copies of my identification documents and proof of financial capability.

Thank you for considering this sponsorship. If you require any further information, please feel free to contact me.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]