

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Organization/Company Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Applicant's Name] for a BK visa. I have had the pleasure of knowing [him/her/them] for [duration] as [his/her/their] [relation, e.g., employer, professor, etc.] at [Company/University Name]. During [his/her/their] time with us, [Applicant's Name] has demonstrated [positive qualities - e.g., exceptional skills, dedication, professional ethics, etc.]. [He/She/They] [provide specific example of accomplishments or contributions].

[Applicant's Name] is not only [positive trait], but also possesses [another positive trait or skill]. [He/She/They] has shown [describe any relevant qualities or actions that relate to the visa purpose].

I am confident that [he/she/they] will continue to excel and positively contribute to [field/industry or specific project]. I strongly support [his/her/their] application for a BK visa and believe [he/she/they] will make the most of this opportunity.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position]
[Your Organization/Company Name]