

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

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

Subject: Sponsorship for Visa Application

Dear [Consular Officer's Name],

I, [Your Name], a resident of [Your Country], am writing to formally support the visa application of [Applicant's Name], who is seeking a [type of visa, e.g., FJ Visa] to visit [Country/Location] for [purpose of visit, e.g., tourism, business, etc.].

I am willing to act as their sponsor for the duration of their stay. I hold [Your Occupation/Position] at [Your Company/Organization] and earn an annual income of [Your Income]. I can assure you that I will provide all necessary support to [Applicant's Name] during their visit, including accommodation, transportation, and any financial assistance required. Attached are the necessary documents, including my proof of income, identification, and any additional information required to facilitate this application.

Thank you for considering my sponsorship for [Applicant's Name]. If you require any further information, please do not hesitate to contact me.

Sincerely,

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