

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

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

Subject: Support for Visa Application - [Applicant's Name]

Dear Sir/Madam,

I am writing to support the visa application of [Applicant's Full Name], who is applying for a [type of visa] to [destination country] for the purpose of [reason for visit].

I have known [Applicant's Name] for [duration] and can attest to their character and purpose for travel. [Provide a brief overview of your relationship with the applicant and any relevant details that support their application].

I assure you that [Applicant's Name] will adhere to the laws and regulations of [destination country] during their stay and will return to [home country] upon completion of their visit.

Please find attached [any supporting documents, if applicable]. If you require any further information, please do not hesitate to contact me at [your phone number] or [your email address].

Thank you for considering this application.

Sincerely,

[Your Name]  
[Your Title/Position, if applicable]  
[Your Organization/Company, if applicable]  
[Your Signature, if sending a hard copy]